

AGENDA
COMMITTEE OF THE WHOLE
July 20, 2021
2200 Harnish Drive
Village Board Room
7:45 P.M.

Trustee Glogowski– Chairperson
Trustee Smith
Trustee Brehmer
Trustee Dianis
Trustee Spella
President Sosine

- AGENDA -

1. **Roll Call – Establish Quorum**
2. **Public Comment – Audience Participation**
(Persons wishing to address the Committee must register with the Chair prior to roll call.)
3. **Community Development**
 - A. Consider a Special Event and Liquor Event Permits for Light of Christ Lutheran Church, “Last Call Before the Fall”, on August 28, 2021
4. **General Administration**
 - A. Consider Amending Chapter 33 of the Algonquin Municipal Code
 - B. Consider an Ordinance Abating a Portion of Taxes heretofore Levied to Pay Principal of and Interest on certain General Obligation Refunding Bonds, Series 2013
5. **Public Works & Safety**
 - A. Roadways Capitol Improvement Dashboard & Assessment Presentation
 - B. Consider an Agreement with Fer-Pal for the Water Main Lining Project
 - C. Consider an Agreement with Chastian & Associates for the Phase 2 Engineering Services for the Boyer & County Line Road Improvements
6. **Executive Session**
7. **Other Business**
8. **Adjournment**



VILLAGE OF ALGONQUIN
COMMUNITY DEVELOPMENT DEPARTMENT

-MEMORANDUM-

Date: July 14, 2021

TO: Committee of the Whole

FROM: Jason C. Shallcross, AICP, Community Development Director
Mike Darrow, Community Development

RE: Light of Christ Public Event/Entertainment License Application
“Last Call Before Fall” Festival

Light of Christ Church located at 1700 Longmeadow Parkway is seeking a Public Event / Entertainment license for their “Last Call Before the Fall” festival. The event is scheduled for Saturday, August 28, 2021. Below are the highlights of the event:

- This is a new event
 - It is a community-wide festival that all are invited to
- Time: 12 pm – 8:00 pm
- Entertainment:
 - Local bands – Two stages
 - Irish and Mexican folk dancers
- Food and Drink:
 - Food trucks
 - Craft beer
- Games / Activities:
 - County fair-type games
 - Bingo
 - Rock wall
 - Dunk tank
 - Euro bungee
 - Corn hole
 - Raffle
 - Petting Zoo

Light of Christ Church anticipates approximately 500 community members will participate in the event. The church is raising funds for local Boys and Girls clubs. The church will be utilizing their security team lead by their Congregant Officer / Police Officer Tillema who is a Schaumburg Police Officer and member of the church. Officer Tillema will be working with Sergeant Salazar to ensure a safe and secure event. Below are the recommended conditions of approval for the event and the Public Event License for consideration by the Committee of the Whole:

1. Trash removal shall be coordinated by the event coordinator.
2. A security plan must be presented to the Algonquin Police Department prior to the event.
3. The applicant shall apply and have an approved raffle license from the Village prior to the event.
4. The required electrical and fire inspections shall be allowed to be conducted by Village and Fire Department staff.
5. A Public Event Liquor Permit to sell alcoholic liquor must be obtained from the Village and State Liquor Commissioners.
6. Final site and circulation plans are subject to review and approval by CD Staff, Police, Fire, and Public Works as needed.
7. The event coordinator shall abide by all provisions of the Municipal Code and all provisions and requirements of the Public Event application.
8. The event is allowed to have music provided all amplification comply with Village Code. All amplification equipment must be shut-off no later than 8:00 pm on August 28, 2021.
9. Temporary food service permits shall be obtained from the McHenry County Health Department and necessary inspections shall be allowed should food be offered to the public; a copy of such approval shall be provided to the Village by the event coordinator.
10. The applicant shall abide by all provisions of the Algonquin Municipal Code with specific attention to the Public Event/Entertainment section along with all provisions/requirements of the Public Event/Entertainment License Application checklist and the application provided.
11. The event coordinator is responsible for suspending or cancelling the event in case of structural concerns, electrical malfunctions or storms that may include wind in excess of 40 mph, lightning, tornado warnings, unruly crowds or any other issues that may pose a risk or danger to the public.
12. Light of Christ Church must secure parking from Westfield School prior to the event to avoid on-street parking for the event. Parking is not permitted on grass or sidewalks at any time and all parking shall be on paved surfaces approved for such use. Keep all fire hydrants clear and accessible by fire equipment.
13. Light of Christ Church shall provide a postcard mailing to area neighbors within a 150-foot radius of the church by August 15 that highlights the event and provides contact information of the event coordinator. Proof of mailing shall be submitted back to the Village by August 16.
14. Light of Christ Church will be allowed one temporary sign to be located on their property from August 1 to August 28, 2021. The temporary banner will be 4X20 feet and will be located on the northwest corner of the property.



VILLAGE OF ALGONQUIN
PUBLIC EVENT/ENTERTAINMENT LICENSE APPLICATION CHECKLIST

A license is required for all public events. This applies to both for profit and not-for-profit organizations, and includes but is not limited to outdoor exhibitions, shows, carnivals, circuses, concerts, and musical performances. The application packet must be completed in its entirety and submitted at least forty-five (45) calendar days before the Public Event to the Village of Algonquin, Community Development Department, 2200 Harnish Drive, Algonquin, IL 60102.

- All public event requests require a permit from the Village of Algonquin.
- The Village may place conditions on the public event as deemed appropriate to protect the health, safety, and welfare of the public.
- The Village Manager or his/her designee may revoke a public event/entertainment license or a carnival worker permit at any time and demand immediate cessation of the event based upon violations of this code, on-premise criminal acts by the event employees or when the event presents an endangerment to public safety.
- Police officers and all other Village officials shall have free access to the grounds and all booths, shows, and concessions on such grounds at all times to ensure that the event is in compliance with this code.

The Public Event Permit Application must include the following:

- Completed Public Event/Entertainment License Permit Application Form
- Application fee made payable to the Village of Algonquin in the amount of \$50 for each day the public event will run
 - or: Submit proof of not-for-profit status
- Site approval if needed:
 1. Letter of consent from the property owner or;
 2. Letter to the Village Board requesting the use of public property
- Site plan showing the layout of the event
- Minimum Insurance Requirements - **See pages 4 and 5 for requirements.** (Proof of insurance shall be filed no less than 30 days prior to the event or the event shall be subject to cancellation.)
- Electrical Building Permit Application with a copy of the contractor's electrical license and a detailed drawing that includes the source of power and circuitry
- McHenry and/or Kane County Temporary Food Service permit, if applicable (Copy of approval to be provided to Village within 5 days after event.)
- Will liquor be served at this event? Yes No
 - If yes, then the appropriate liquor permit from the Liquor Commissioner must be applied for.
- Will a raffle be conducted as part of this event? Yes No
 - If yes, then the appropriate raffle permit from the Village Clerk must be applied for to the start of the event. (Such permit is limited to Algonquin-based, non-profit organizations only.)

In addition to the above, carnivals and circuses are subject to the following requirements:

- The event shall not exceed 10 days.
- The event shall not be located in or directly adjacent to any developed residential area, with the exception that it may be on church, school, or public park property even if located next to residential property.
- The event must be operated or sponsored by an Algonquin-based, non-profit organization.
- No location may host more than one carnival/circus per year.
- List of all employees who will work on the premises of the public event, including their legal name, date of birth, home address, and social security number.
- All carnival/circus employees must complete a background check with the Algonquin Police Department. The carnival operator must provide a list of employees to the Police Department upon application. Each employee must visit the Algonquin Police Department to undergo the background check at least two weeks prior to the event. Employees may stop by the Department, located at 2200 Harnish Drive, any time between 8:00 a.m. and 7:00 p.m., any day of the week. No person will be allowed to work on the public event site if he/she:
 - is a registered sex offender, as defined in the Sex Offender Registration Act (730 ILCS 150/1.1 et seq); or
 - has been convicted of any offense set forth in Article 9 or 11 of the Criminal Code of 1961; or
 - has been convicted of a felony in the past five years; or
 - has been convicted of any other crime involving moral turpitude or violence; or
 - is identified as a known gang member in the Illinois State Police LEADS system.
- Fee paid for background check. (\$500, plus \$50 per employee)
- Copy of Illinois Department of Labor amusement ride permit.
- Completed Village of Algonquin Carnival Operator Questionnaire (see attached page 3).
- Approval received from Police Chief for employees to maintain on the premises overnight, if applicable.

Village of Algonquin
CARNIVAL OPERATOR QUESTIONNAIRE

Please complete all questions and describe or add additional information if appropriate.

1. Does the carnival operator conduct pre-employment or random drug screening of carnival employees?
yes no

2. Does the carnival operator check the US Department of Justice Sex Offender Registry website prior to hiring an employee?
yes no

3. Does the carnival operator maintain maintenance and repair records for the past eighteen (18) months?
yes no

May we inspect these records on site?

yes no

4. Does each ride have (at the ride location) the appropriate maintenance and operational manual and user's guides as specified by the manufacturer?
yes no

5. Will you have State inspector and/or third party inspector's reports and records on site and available for inspection?
yes no

6. Are your procedures in compliance with ASTM F-24 rules, regulations, and standards?
yes no

7. Are you in compliance with the Illinois Carnival and Amusement Rides Safety Act?
yes no

8. Are you requesting to have carnival/circus employees live, sleep, or otherwise remain on the event premises overnight?
yes no

The Village of Algonquin will evaluate the answers to the above questions to determine whether or not a public event license will be issued.

Village of Algonquin Public Event Insurance Requirements

An indemnification and hold harmless agreement signed by the public event licensee in favor of the Village and proof of the following insurance:

1. All public events permits shall be supported by evidence of insurance coverage for the terms of the permit. Prior to commencing any of the activities approved by the public event permit, the applicant, at no expense to the Village, shall obtain and file with the Village, no less than 30 days prior to the event, evidence that its insurance meets the minimum requirements of this Section. All policies of insurance are (1) subject to Village approval of the insurance company, form, and coverage; (2) must be primary to and non-contributory with all other insurance and self-insurance maintained by the Village; and (3) must protect the Village from any and all claims and risks in connection with the permitted activity.

2. Minimum Insurance Requirements:

A. Commercial General Liability: One million dollars (\$1,000,000) per occurrence for bodily injury, and property damage, and two million dollars (\$2,000,000) in the aggregate. Coverage shall be written on an industry standard form no more restrictive than the ISO CG 00 01 1001. This requirement applies to every permit application submitted for approval.

b. Liquor Liability (Dram Shop): One million dollars (\$1,000,000) per occurrence for bodily injury, and property damage, and two million dollars (\$2,000,000) aggregate.

This requirement applies when alcohol is being sold or consumed on private or public property.

c. Business Automobile Liability: One million dollars (\$1,000,000) combined single-limit per accident for bodily injury and property damage. Coverage shall be written on an industry standard form no more restrictive than the ISO CA 00 01. This requirement applies when a sponsor, organizer, or vendor is using vehicles as part of the event set-up, take down or being operated in relation to the event.

d. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and employers' liability limits of five hundred thousand dollars (\$500,000) per accident. This requirement only applies when a sponsor is using employees (not subcontractors or vendors) as part of the event set-up, take down or working in relation to the event.

3. Additional Insured Coverage: All insurance policies of event sponsors, coordinators, organizers, and vendors must be endorsed to name the Village as an "Additional Insured" on an industry form no more restrictive than the ISO forms CG 20 26 (CGL) and CA 20 48 (business auto liability) and shall provide for primary and non-contributory coverage limits. A copy of all additional insured endorsements must be supplied with the permit application.

Village of Algonquin
Public Event Insurance Requirements
(Continued)

4. Certificate of Insurance: Certificates of insurance evidencing the insurance coverage required for sponsors, organizers, coordinators, and vendors must be supplied with the permit application.

Insurance certificates must be on Acord 25 form, and must include the following language: “The Village of Algonquin is, and has been, endorsed as an additional insured under the above reference policy number on a primary and non-contributory basis for general liability coverage of the [EVENT NAME] on [DATE OF EVENT] taking place at [EVENT LOCATION].”

5. With reasonable notice to the sponsors and event organizers, the Village reserves the right to require insurance of the event sponsors, organizers, and vendors other than that specifically provided herein, and to change the minimum acceptable limits of liability based on the Village’s determination, in its sole discretion, that the risk presented by the public event warrants such changes. The Village does not warrant or represent that the specified insurance is adequate to protect the interests or liabilities of the sponsor, organizer, or vendors.

6. All insurance documents must be submitted not less than 30 days prior to the event. A public event permit cannot be issued without approved insurance.

Indemnification, Waiver and Release

To be signed by all: applicant, sponsor, organizer, promoter and permittee/licensee.

The Permittee/Licensee shall indemnify and hold harmless the Village, its officers, boards, commissions, agents, elected, elected officials, and employees (collectively, "the Village Indemnitees") from any and all costs, demands, expenses, fees and expenses, arising out of: (a) breach or violation by the Permittee/Licensee of any of its certifications, representations, warranties, covenants or agreements in its application and permit/license issued by the Village; (b) any actual or alleged death or injury to any person, damage to any property or any other damage or loss claimed to result in whole or in part from the negligent performance by or on behalf of the Permittee/Licensee; or (c) any negligent act, activity or omission of permittee or an or its employees, representatives, subcontractors or agents.

The Permittee/Licensee agrees to indemnify, defend and hold harmless the Village Indemnitees against and from any and all losses, claims, demands, causes of action, actions, suits, proceedings, damages, costs and/or liabilities of every kind and nature, whatsoever (including, but not limited to expenses for reasonable legal fees, and disbursements and liabilities assumed by the Village in connection therewith), to persons or property, in any way arising out of or through the acts or omissions of the Permittee/Licensee, its servants, agents or employees, or to which the negligence of the Permittee/Licensee shall in any way contribute.

Permittee/Licensee hereby waives and releases all claims against the Village Indemnitees or arising out of the issuance of a permit to Permittee/Licensee for any and all injuries to persons or damage to property from any cause arising at any time during the event listed herein or the issuance of the Permit/License.

The term "Permittee/Licensee" refers to the applicant, as well as any sponsor, organizer, promoter of the event. Each undersigned represents and warrants that he/she has authority to execute this Indemnification, Waiver and Release Agreement on behalf of the person or entity for which he/she has signed.

Permittee/
Licensee: Light of Christ Church

Circle all
that apply: Applicant Sponsor Organizer Promoter

By: Pastor Maureen O'Connor
[Print] Maureen O'Connor
[Signature]

Date: 6/10/21



Village of Algonquin
PUBLIC EVENT/ENTERTAINMENT LICENSE APPLICATION

In order for the Village of Algonquin to assist you with your Public Event, please fill out the information below and return to Diane LaCalamita at the Ganek Municipal Center (2200 Harnish Drive or dlacalamita@algonquin.org) at least 45 days prior to the event.

Please type or print legibly.

Official Name of the Event: Last Call Before Fall Festival

Sponsoring Organization:

Name: Light of Christ Church Contact Name: Pastor Maureen O'Connor or Jenny Tackett-Irwin
Address: 1700 Longmeadow Pkwy
City, State, ZIP: Algonquin IL 60102
Phone: (847) 658-9250 Email: Jennyti@locchurch.com

Event Coordinator:

Name: Pastor Maureen O'Connor
Home Address: [REDACTED]
City, State, ZIP: [REDACTED]
Phone: [REDACTED] Email: Pastormaureen@locchurch.com

Event Information:

Describe the Nature of the Event: This is a community wide family festival meant to gather the wider community together for fun before the fall. There will be local bands, Irish & Mexican folk dancers, food trucks, craft beer, county fair games, bingo, rock wall, Euro bungie, dunk tank, corn hole games, raffles and petting zoo.

New Event Repeat Event If repeat, will anything be different this year?

Event Address: 1700 Longmeadow Pkwy Algonquin IL 60102

Date(s) and Time(s) of the Event: Saturday, August 28th 12pm-8pm

Rain Date(s), if applicable: N/A

Set-Up Date/Time: Saturday, August 28th 9am

Maximum Number of Attendees/Participants Expected: 500

Admission Fee: Yes No If Yes, list fee(s) to be charged:

How will the revenue be used (include donations to non-profit or charitable organizations):

We are raising money for the local Boys and Girls Club.

Event Website: Its not made yet but will be linked to our webpage locchurch.com, we are making a QR code too.

Event Details:

Describe provided security, including who will be providing the security (name and contact information), hours, and a security plan: We will have a security team led by our congregant Officer Scott Tillema. He is a Schaumburg police officer who lives in Algonquin.

Scott plans on working with Sergeant Robert M. Salazar to make sure we have a plan
for security during the whole event.

Describe parking or traffic control, including the location of extra parking and the number of spaces allocated, and how overflow parking will be handled: We will be securing the parking lot and blocking off the front of the building so it is safe to walk.

We have 200 spots to park and we are talking with Westfield School to see if we can have overflow
Park there.

Will there be a need for road closures? Yes _____ No If Yes, please explain: _____

Are you requesting Algonquin Police Officer(s) presence? Yes _____ No If Yes, to perform what function?

They are more than welcome to come if they like.

Do you want a fire truck or ambulance present? Yes _____ No If Yes, for what hours and to perform what function? _____

Are you wishing to post temporary sign(s) announcing the event? Yes No _____ If Yes, please describe desired size, location and date(s) that the signage will be displayed: _____

We would like to put a 4x20 banner on the north west corner of our property 1 month prior to the event.

Do you wish to serve alcoholic beverages? Yes No _____

If Yes, do you have DRAM Shop Insurance for the sale/consumption of alcohol? Yes _____ No _____ *If Yes, attach a copy of the policy.*

Will you have live entertainment? (e.g. bands, D.J., amplified sound, etc.) Yes No _____
If Yes, please describe type, band name(s), and hours of performance and if there will be a stage: _____

We will have bands and preformers from 12-8pm. So far we have secured King of Mars, Terry Byrne Band,
Mike Myers Trio Band, Crystal Lake Strickers Drumline, McDance Irish Dancers, ISD Mexican Folk Dancers,
Jacobs Jazz Choir & Band. We plan on 2 stages and our tech team is setting those up.

Do you foresee any other special needs for this event? (Physical set-up assistance, waste removal, portable toilets and hand washing stations, electricity, generator, running water, tent(s), etc.): We are going to call the village about event waste removal

We are having hand sanitizing stations throughout but we are allowing the public to come inside and use our bathrooms. We will have a hospitality team inside the whole time helping guide anyone to our various bathrooms.

Do you plan on holding a raffle during this event? Yes No
(Must be an Algonquin-based, non-profit organization)

Name of on-site contact during the event (please print): Pastor Maureen O'Connor
On-site contact's cell number: [REDACTED]
On-site contact's work number: (847) 658-9250
On-site contact's home number: Cell

Affidavit of Applicant:

I, the undersigned applicant, or authorized agent of the above noted organization, swear or affirm that the matters stated in the foregoing application are true and correct upon my personal knowledge and information for the purpose of requesting the Village of Algonquin to issue the permit herein applied for, that I am qualified and eligible to obtain the permit applied for and agree to pay all fees, to meet all requirements of the Algonquin Village Code, and any additional regulations, conditions, or restrictions set forth in the permit and to comply with the laws of the Village of Algonquin, the State of Illinois, and the United States of America in the conduct of the Public Event described herein. In addition, Applicant certifies, by signing the application, that, pursuant to 720ILCS 5/11-9.4(c), no sex offenders are employed by the carnival operator, and that no carnival employees are fugitives from Illinois or any other state's law enforcement agencies. I (or the above named organization) further agree(s) to hold harmless and indemnify the Village, its officials, employees and successors and assigns, for any and all liability, damages, suits, claims and demands for damages at law or in equity it incurs as a result and arising either directly or indirectly out of the public event noted above including but not limited to damages and attorney's fees.

Maureen O'Connor
Signature of Applicant

6/10/21
Date

Pastor Maureen O'Connor
Printed Name of Applicant

Internal Revenue Service

Department of the Treasury

**P. O. Box 2508
Cincinnati, OH 45201**

Date: March 17, 2000

Light of Christ Lutheran Church
100 Hanson Rd
Algonquin, IL 60102-1974

Person to Contact:

Bob Edwards 31-04014

Customer Service Representative

Toll Free Telephone Number:

8:00 A.M. to 9:30 P.M. ET

877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

36-3390717

Group Exemption Number:

9386

Dear Sir or Madam:

This is in response to your request for affirmation of your organization's exempt status.

Our records indicate that your organization is included in a group ruling issued to the Evangelical Lutheran Church in America, which is located in Chicago, Illinois.

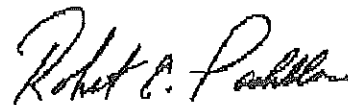
The Evangelical Lutheran Church in America is exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code and is classified as a public charity, and not a private foundation, because it is described in section 509(a)(1) and 170(b)(1)(A)(i) of the Code as a church.

As your organization is included in a group ruling, it does not have an individual exemption letter. The group exemption letter applies to all of the subordinate organizations on whose behalf the parent organization has applied for recognition of exemption. This means your organization is also exempt under section 501(c)(3) of the Code.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Robert C. Padilla
Manager, Customer Service



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/14/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cribbet Insurance Agency, Inc. 31663 Emerson Drive Spanish Fort AL 36527	CONTACT NAME: Cheri Cribbet PHONE (A/C No. Ext): (815) 477-0375 E-MAIL ADDRESS: info@cribbetinsurance.com	FAX (A/C, No): (815) 477-1955
	INSURER(S) AFFORDING COVERAGE	
INSURED Light of Christ Lutheran Church 1700 Longmeadow Parkway Algonquin IL 60102	INSURER A: GuideOne Mutual Insurance Co. NAIC # 15032	
	INSURER B: GuideOne Specialty Mutual Ins. 14559	
	INSURER C: Scottsdale Insurance Company 41297	
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES

CERTIFICATE NUMBER: Cert ID 3728

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			00-1404-560	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			00-1799-427	12/31/2020	12/31/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 2,500			00-1404-561	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	00-1404-562	12/31/2020	12/31/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Liquor Liability			CPS7403325	08/28/2021	08/29/2021	Each Common Cause \$ 1,000,000 Aggregate \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Last Call Before Fall Festival, August 28, 2021.

Village of Algonquin is included as additional insured as required by written contract for permits or authorizations under policy form GCG 2510 (07/14).

CERTIFICATE HOLDER

Village of Algonquin
2200 Harnish Dr
Algonquin IL 60102

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

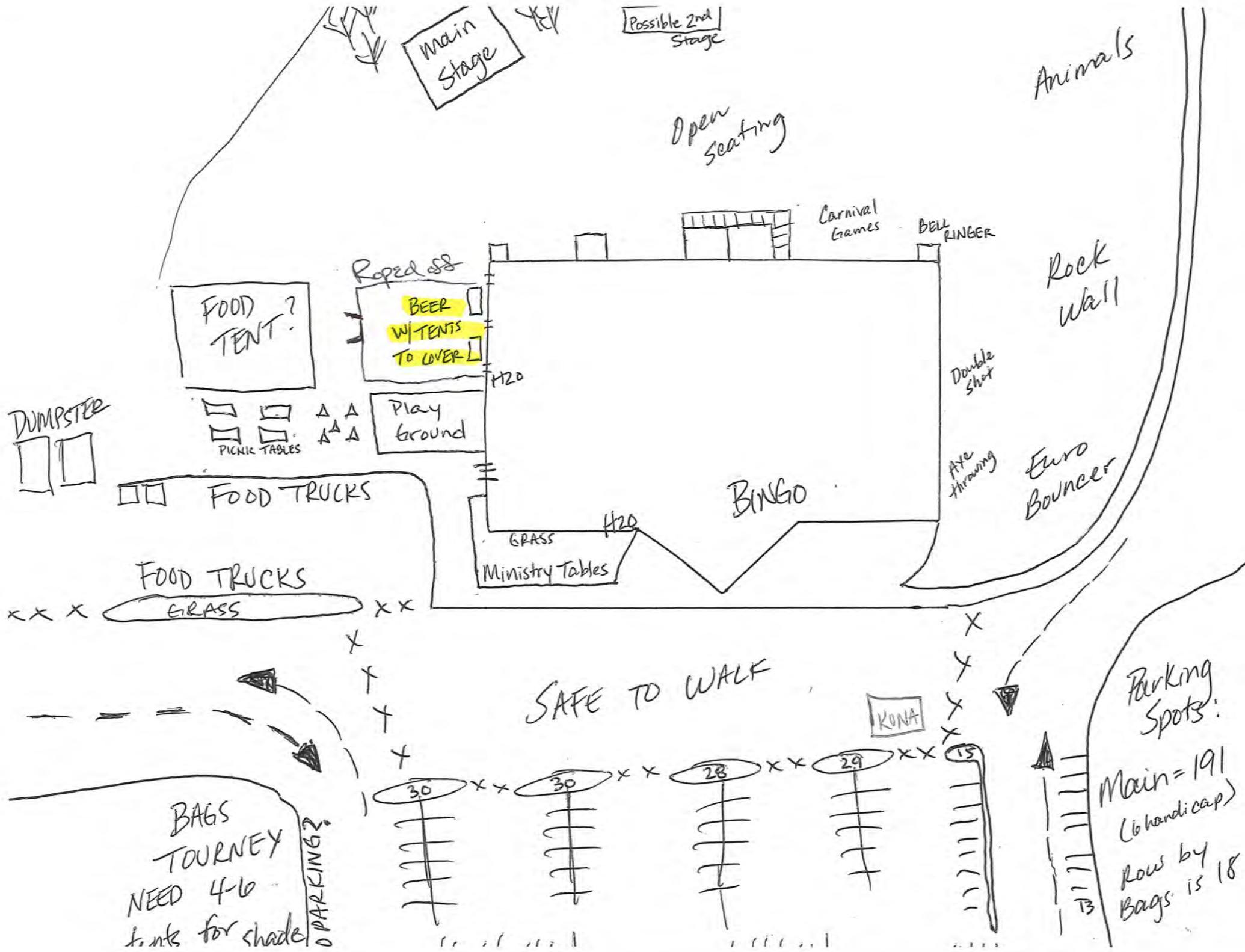
AUTHORIZED REPRESENTATIVE

Cheri Cribbet

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ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD



Main Stage

Possible 2nd Stage

Open Seating

Animals

Carnival Games

BELL RINGER

Rock Wall

FOOD TENT?

Roped off
BEER
W/ TENTS
TO LOVER

Play Ground

PICNIC TABLES

DUMPSTER

FOOD TRUCKS

H2O

Double Shot

AXE Throwing

Euro Bouncer

BINGO

GRASS
Ministry Tables

H2O

FOOD TRUCKS

GRASS

SAFE TO WALK

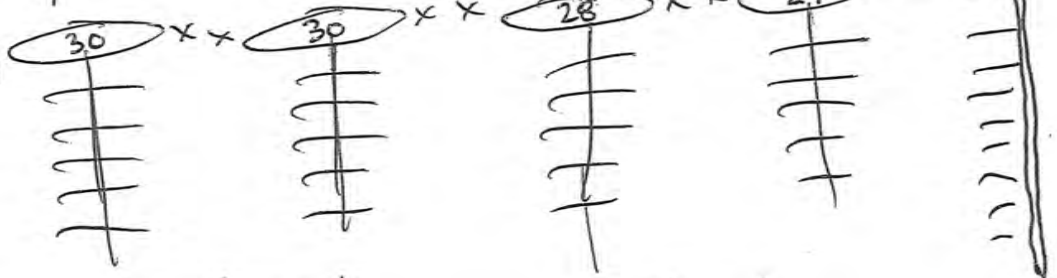
KONA

Parking Spots:

Main = 191
(6 handicap)
Row by
Bags 15 18

BAGS
TOURNEY
NEED 4-6
tents for shade

PARKING?



APPLICATION FOR "EVENT" LIQUOR PERMIT

TO: The Liquor Commissioner of the Village of Algonquin, Illinois

(PLEASE TYPE OR PRINT ALL INFORMATION)

The undersigned applicant, being duly sworn on oath, makes application for a Liquor Permit in the Village of Algonquin, as follows:

1. The name of the applicant to appear on the permit is: Light of Christ Lutheran Church

2. The address of the applicant is: 1700 Longmeadow Pkwy. Algonquin IL 60102

3. The name and address of officer or agent for the applicant is: Maureen O'Connor

4. A. The applicant is presently: (Complete all applicable parts)
 - (1) Class ___ Licensee in the Village; License No. _____
 - (X) Nonprofit organization, registered with the State of Illinois
 - (3) Other type of organization: Please specify _____
(i.e., Fraternal, Educational, Civic, Political, Religious)
 - (4) Provide Illinois Department of Revenue Tax Exempt Number and/or Illinois Business Tax Number assigned to your organization 36-3390717

B. The description and location of premises or place of business which is to be operated under the proposed permit: At our Church, on the Church property, behind the building east of the parking lot with the food trucks.
This is location is farthest from the kids attractions. We will have a roped off area and tent for the craft beer.

C. The date(s) and hours of operation requested under the proposed permit are:
August 28th, 2021 from 12pm-8pm.

The number of days shall not exceed what is presently allowed by ordinance.

5. **BASSET Training Required:** Successful completion of a BASSET program, or other similar program as approved by the Chief of Police, is require for at least one person coordinating and responsible for the responsible sale of alcoholic liquor during the event. Such person

shall be present at the point of liquor sales at all times for the duration of the event.
Person holding the BASSETT Certificate: Maureen O'Connor

Photocopies of a valid certificate of completion of a BASSET program shall be included with the application.

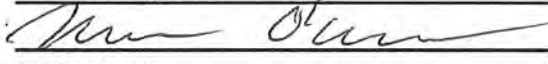
6. The applicant hereby files Certificates of Insurance, certifying that the applicant has in force and effect insurance as follows:
- Liquor Liability Insurance of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 annual aggregate and;
 - General Liability Insurance in an amount not less than \$1,000,000.00 per occurrence and \$2,000,000.00 annual aggregate.

The Insurance Certificates must name the Village of Algonquin as Additional Insured.

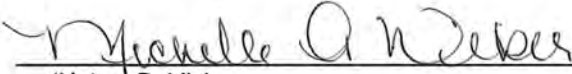
"Host Insurance" shall not satisfy the requester defined above.

7. The applicant herewith submits the appropriate permit fee, in the amount of: \$ _____, as set forth in the Liquor Control and Liquor Licensing Ordinance of the Village of Algonquin.

The applicant agrees to comply with all ordinances of the Village of Algonquin and the Laws of the State of Illinois.

Applicant: Maureen O'Connor
Signed By: 
Officer or Agent: Associate Pastor
Daytime Phone: ██████████ (847) 658-9250
Extension: _____

Subscribed and Sworn to before me this 13th day of July, 2021


(Notary Public)

My Commission expires September 23, 2021

SEAL



Certificate of Completion

**American
Safety Council**

MAUREEN O'CONNOR

Has diligently and with merit completed the
On-Premise BASSET Alcohol Certification on 7/11/2021

from the American Safety Council.



Jeff Pairan

A Memo From...



VILLAGE OF ALGONQUIN

To: Tim Schloneger

From: Michelle Weber

Date: July 15, 2021

Re: Chapter 33 Amendment

In accordance with an ordinance passed in 2013 limiting the number of allowable liquor licenses in all classes to the number of licenses issued at that time; staff recommends passing an Ordinance effective immediately changing the number of available liquor licenses as follows:

In May, during the license renewal period, various businesses did not renew their liquor license. We waited to make the changes to the code in hopes that the business, or another business, would apply to take over the closed business. However, that did not happen. Therefore, it is my recommendation to amend Chapter 33 as follows:

Class A-1 license: Decrease to twenty-four (24) from twenty-six (26)

Class B-2 license: Decrease to eight (8) from nine (9)

Class C license: Increase from one (1) to two (2)

Class C-1 license: Decrease to zero (0) from one (1)

Class H: Decrease from one (1) to zero (0)

Increase Class A-3 from six (6) to seven (7). Tap House Grill, to be located in the former Houlihan's building, has applied for a Class A-3 liquor license. As they get closer to their opening date, this item will be brought before the Liquor Commission for their license approval.

ORDINANCE NO. 2021 - O -
An Ordinance Amending Chapter 33, Liquor Control
and Liquor Licensing, of the Algonquin Municipal Code

WHEREAS, the Village of Algonquin, McHenry and Kane Counties, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the Village's home rule powers and functions as granted in the Constitution of the State of Illinois.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the VILLAGE OF ALGONQUIN, McHenry and Kane Counties, Illinois, as follows:

SECTION 1: Section 33.07-B, Paragraphs 2, 4, 8, 9, 10, and 15 Number of Licenses Issued, of the Algonquin Municipal Code shall be amended as follows:

1. Twenty-Four A-1 licenses at any one time.
2. Seven Class A-3 licenses at any one time.
3. Eight Class B-2 licenses at any one time.
4. Two Class C License at any one time.
5. Zero Class C-1 License at any one time.
6. Zero Class H license at any one time.

SECTION 2: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect August 3, 2021, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Voting Aye:

Voting Nay:

Abstain:

Absent:

APPROVED:

(SEAL)

Village President, Debby Sosine

ATTEST: _____
Village Clerk, Margaret Auger

Passed: _____

Approved: _____

Published: _____



VILLAGE OF ALGONQUIN
GENERAL SERVICES ADMINISTRATION

- M E M O R A N D U M -

DATE: July 13, 2021

TO: Tim Schloneger, Village Manager

FROM: Michael Kumbera, Assistant Village Manager

SUBJECT: *Abatement of 2021 Pledged Taxes: Bond Series 2013*

The Village ordinance that was approved in relation to Bond Series 2013 (Wastewater Treatment Facility expansion) require that Kane and McHenry County Clerks to annually levy taxes to provide funds for payment of the principal and interest. The 2021 tax levy for this bond series is \$844,526.00.

The Village has historically abated property taxes for our General Obligation Bond Series. As a condition to abate the debt service in the tax levy, the Village is required to have funds on deposit sufficient to pay the principal and interest on the bonds when due.

Attached to this memorandum is a statement from the Treasurer certifying that sufficient funds are on deposit to pay the required principal and interest amounts.

Recommendation: Staff recommends approval of the tax abatement ordinance for Bond Series 2013. Staff will be available in advance of and at the Committee of the Whole meeting to answer any questions.

C: Susan Skillman, Comptroller

ORDINANCE NUMBER 2021 -O-

ORDINANCE abating a portion of taxes heretofore levied to pay principal of and interest on certain General Obligation Refunding Bonds, Series 2013, of the Village of Algonquin, McHenry and Kane Counties, Illinois.

* * *

WHEREAS, Division 6 of Article VII of the 1970 Constitution of the State of Illinois (the “**Constitution**”) provides that the Village of Algonquin, McHenry and Kane Counties, Illinois (the “**Village**”), is a home rule unit, and, as such, the Village is authorized to issue its full faith and credit obligations without first submitting the question of issuing such obligations to referendum approval; and

WHEREAS, pursuant to the provisions of the Constitution, the Village is a home rule unit and may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to tax and to incur debt; and

WHEREAS, the President and Board of Trustees (the “**Village Board**”) of the Village of Algonquin, McHenry and Kane Counties, Illinois (the “**Village**”), by an ordinance adopted on the 3rd day of December 2013 (the “**Ordinance**”), did provide for the issue of \$7,645,000 General Obligation Refunding Bonds, Series 2013 (the “**Bonds**”), of the Village and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, on the 18th day of December 2013, a duly certified copy of the Ordinance, executed by the Village officials in accordance therewith, for the Bonds, was filed in the offices of the County Clerks of The Counties of McHenry and Kane, Illinois (the “**County Clerks**”); and

NOW, THEREFORE, Be It Ordained by the President and Board of Trustees of the Village of Algonquin, McHenry and Kane Counties, Illinois, as follows:

The Taxes heretofore levied in the Ordinance for the Bonds for 2021 shall be abated as follows:

Year	Amount Levied	Amount to be Abated	Remainder of Tax to be Extended
2021	\$844,526.00	\$844,526.00	\$0.00

Forthwith upon the adoption of this ordinance, the Village Clerk shall file a certified copy hereof with each of the County Clerks, and it shall be the duty of the County Clerks for the year 2021, to abate the taxes heretofore levied in and for the year 2021 for the Bonds and as shown hereinabove in Section 1 hereof.

This ordinance shall be in full force and effect forthwith upon its adoption.

Voting Aye:

Voting Nay:

Abstain:

Absent:

Debby Sosine, Village President

(Seal)

ATTEST: _____
Maggie Auger, Village Clerk

PASSED:

APPROVED:

PUBLISHED:

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)
COUNTY OF McHENRY)

RECEIPT OF VILLAGE TREASURER

I, the undersigned, do hereby certify that I am the duly qualified and acting Village Treasurer of the Village of Algonquin, McHenry and Kane Counties, Illinois (the “**Village**”), and as such Village Treasurer, I do further certify as follows:

As of the date hereof, the Village has at my direction irrevocably deposited funds to secure required debt service in connection with the abated 2021 tax levy with Illinois Metropolitan Investment Fund to be used exclusively on behalf of the Village for the payment of principal and interest of the General Obligation Refunding Bonds, Series 2013.

The Village has all powers necessary under the applicable statutes, regulations and rulings and the governing body of the Village has taken all action necessary to authorize such action.

IN WITNESS WHEREOF, I hereunto affix my signature and the seal of the Village, this 13th day of July, 2021.

VILLAGE OF ALGONQUIN
McHenry and Kane Counties, Illinois

By 
Village Treasurer

(VILLAGE SEAL)



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: July 14, 2021

TO: Village Board of Trustees

CC: Bob Mitchard, Public Works Director
Vince Kilcullen, Streets Supervisor

FROM: Steve Ludwig, General Services Superintendent

SUBJECT: Roadways Capitol Improvement Dashboard and Assessment Summary

Through the efforts of several team members, we have created a streamlined way to view the planned street improvements as proposed for the next several years. Additionally, the planning and decision making process for these improvements considers several items when proposing projects to be added to the queue. I will be attending the meeting on July 20th to share our information.

The first part of the information we wish to relate is a summary of how decision-making is approached (summary memo attached) when it comes to proposed roadway construction projects.

The second part is our interactive digital dashboard, which shows projects in a variety of ways. It is my intent to share with you our methodologies and the completed version of our tool at the upcoming meeting.

At the meeting, I will briefly discuss the decision making process and share with you the dashboard we have created for internal use when reviewing, discussing, or sharing proposed road construction plans.

I look forward to your questions at that time, and look forward to being with you.



Road Construction Capital Improvement Plan

Public Works Department

2021-26

Purpose

To provide a guiding document that allows for a summary of the current roadway system needs, prioritizes maintenance and reconstruction processes and projects, recommends annual projects and expenditures, and identifies required funding to accomplish such.

Goal

To provide safe, well-maintained roadways. Roadway resurfacing shall occur on each roadway within a period that provides the desired safety of the roadway while fully expending its useful life span. To maintain a minimum average pavement condition index. To communicate annual funding needs required to accomplish this goal so that the decision makers can identify annual budgetary funding strategies.

Methodology - Project Prioritization

There are many variables to consider when determining and finalizing a plan for the roadway system in Algonquin.

First, there is the science. We currently utilize data from a pavement assessment system that assesses each roadway within the Village according to the surface quality and road base (or subgrade) stability. This process provides a pavement condition index (rating) for each roadway, as well as for the overall roadway system. This linear process very simply rates our roadway sections from the best to the worst.

The second consideration is utilization. Very simply, roadways that see more and weightier traffic will degrade faster and require rebuilding more often. Many times these roads are the “gateway” to our community that displays “who we are” each time a visitor encounters the road section.

The third consideration is logical project compilation. While main roads may be important, or assessment programs may identify one poor roadway section among another. Proposed projects must consider historical construction of the entire neighborhood, engineering and construction efficiencies, political concerns (complaints and regional “fairness”), and other pending public or private projects. Quality of life concerns are also taken in to consideration by limiting construction occurrences and durations within a specific area.

Lastly, there is funding to consider. The availability of outside funding (non-Village monies) is very important. If a roadway within the plan qualifies for outside funding, its hierarchy in the plan may elevate or decrease dependent upon the funding cycle of the outside funding mechanism. There is also a consideration of in-house funding, as funding for one year may not be substantial enough to do a large project in the queue, but may be enough to support another.

Projected Costs

Construction – Project Types

There are many variables in suggesting and projecting the costs related to a project. For estimating purposes, projects are broken in to “project types”. These project types take in to consideration the probable conditions present and knowns of the roadway section at the time. This may include items such as required Americans with Disabilities Act compliance upgrades, subgrade anomalies/instabilities, original materials utilized, current degradation of the project, and the like.

These project types can have a dramatic effect on the cost of the overall project. For example, some projects simply need the original surface ground off and replaced. Others need the entire subgrade removed and replaced (or reprocessed) prior to repaving. The cost difference in these project types can be dramatic. We utilize the above noted pavement assessment data, coupled with institutional knowledge, to assign these project types to each project. To estimate construction costs, we apply the project type cost over the known area of the project. Project type costs include annual increases over the life of the plan to reflect projected industry cost changes.

Project Types are as follows:

1. Scarifying and Overlay
2. Grind & Overlay - Edge grind the surface, grind butt joint, overlay the surface
3. Pavement ReHab – Remove surface only, replace surface
4. Pavement ReCon – Full pavement removal and replacement, 25% base replacement, 25% curb and gutter replacement, 25% sidewalk replacement, base stabilization, 5% storm sewer repair/replacement
5. Pavement ReCon – Full pavement removal and replacement, 25% base replacement, 25% curb and gutter replacement, 25% sidewalk replacement, 5% storm sewer repair/replacement
6. Pavement ReCon – Full Pavement Rehabilitation, 50% base replacement, 25% curb and gutter replacement, 25% sidewalk base stabilization, 10% storm sewer repair/replacement
7. ROW ReHab – 50% curb and gutter replacement, 50% base replacement, full pavement removal and replacement, 50% sidewalk replacement, 10% storm sewer repair/replacement
8. ROW Partial ReCon – Full curb and gutter replacement, Pavement removal and replacement, 50% sidewalk replacement, 25% storm sewer repair/replacement & miscellaneous utilities work
9. ROW ReCon – Full curb and gutter replacement, base replacement, pavement removal and replacement, sidewalk replacement, 25% storm sewer repair/replacement & miscellaneous utilities work
10. ROW Upgrade – Full curb and gutter replacement, base replacement, pavement removal and replacement, sidewalk replacement, storm sewer replacement/addition, tree replacement/installation, miscellaneous utilities work
11. Downtown Enhancement – Full curb and gutter replacement, base pavement removal and replacement, sidewalks, storm sewers, trees, site furnishings
12. Conservation Design – Full Pavement, 50% base replacement, ditches and vegetative sidewalks, rain gardens, landscaping, solids separators, shoulders

Engineering and Design

Additional costs shown are for engineering of the project. Typically, the engineering and design is spread over two phases to allow for comments throughout the design process, which insures the project nuances are captured prior to the final product being issued. We provide estimated engineering costs: Phase 1 is typically budgeted at 8% of the of the project construction estimated cost. Phase 2 is typically budgeted at 6% of this same estimated cost. The first phase is usually more expensive than the second phase because it includes site investigations, sampling of existing subgrade conditions, surveying, and other required data collection. Occasionally, projects may be engineered within one year if the scope is small or the project has an indicated urgency.

Construction Management

The construction management costs are expenses required to have an engineering advocate on site during construction. The construction manager works on behalf of the citizens, insuring the project is constructed per design. This individual manages quality control, quantity and process documentation, financial tracking, payment recommendations, and communication with all of the project contractors and customers. This individual insures adherence to, and fulfillment of, all aspects of the project contract. The cost of this work is generally estimated at 10% of the total project construction cost estimate.

Maintenance Expenses

There are currently two maintenance expenses funded from the Street Improvement Fund, which are brick paver maintenance and pavement rejuvenator (Reclamite). There is an extensive amount of brick paver roadway and sidewalk sections throughout the Village. This ornamental paver requires consistent maintenance including individual brick replacement, reinstallation of sand mortaring, and full section replacements (end of lifespan). There are perpetual maintenance expenses required in the budget for this work.

Pavement rejuvenator is a petroleum maltene-based product which aids in the bonding of the asphalt and aggregate components of our pavement. The product is applied shortly after roadway construction, and on regular intervals post construction. This product is a superstar in keeping pavements pliable and defending against raveling, cracking, potholing, and other surface failings. The cost of utilizing this product is nominal and the result is a more durable roadway with a longer life span.

Professional Expenses

Staff engineering and personal relations are annual support works funded from this line.

Summary

Roadways are a critical and expensive asset of the Village. Managing their quality, maintenance, longevity, and replacement is a challenge. Utilizing institutional knowledge, industry professionals, industry standards, industry developments and process improvements, coupled with assessment of Village roadway uses, current roadway conditions, regional considerations and funding, and other impacting projects, our professional team is consistently confident in the projects that are proposed for each year.



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: July 14, 2021

TO: Tim Schloneger, Village Manager
Village of Algonquin Committee of the Whole

FROM: Robert Mitchard, Public Works Director

SUBJECT: Single-sourced Water Main Lining – Scott Street Area Cul-de-sacs

During the final stages of the development of the Scott Street Road Rehabilitation project, it was decided, internally, to add the resurfacing, curb and sidewalk repair of the three adjoining cul-de-sacs; Sunshine Court, Colonial Court and Homestead Court. Staff failed to perform our normal due diligence relative to underground utility assessment for water and sanitary infrastructure in the area. During the construction phase, members of our Underground Division of Public Works rightfully raised concern about the condition of the fire hydrants and water main serving the three cul-de-sacs, and informing management that there have been 5 to 6 water main failures in those areas since 2018.

To address this oversight, and not disturb the newly paved roadways and driveways, we have reached out to two construction firms that perform structural lining of aged water mains without having to perform excessive excavation. The two companies are Fer-Pal of Elgin, IL and Insituform of Chesterfield, MO. As you can see from the attached email, Insituform will not line water main that have services due to the difficulty of reestablishing the opening to each private water lining feeding each home. Fer-Pal can perform the work, as necessary, and has successfully performed similar work in several area municipalities, including recently in Glen Ellyn, IL. The video of the project can be viewed online at this link:
<https://www.youtube.com/watch?v=-UiAwReBYws>

Public Works recommends immediate action on this proposal in order to get the neighborhood rehabilitation project completed as quickly as possible. This work is obviously unbudgeted, but there is plenty of money remaining from other projects in the Water and Sewer Improvement Fund that have been bid well below budget. It is our recommendation that the Committee of the Whole act to consider a contract with Fer-Pal of Elgin, IL in the amount of \$294,900.00, and move this matter on to the full Board of Trustees for approval.

FER-PAL CONSTRUCTION USA, LLC CIPP QUOTE

JULY 8, 2021

Customer:	Village of Algonquin
Attention:	Doug Paulus, P.E. Burke Engineering
Project	Homestead Ct., Colonial Ct. and Sunshine Ct. - 6" Watermain CIPP Lining Proposal - TURNKEY

Respectfully Submitted by: Chris Reynolds, Project Manager & Estimator, Fer-Pal Construction USA LLC

ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENDED TOTAL PRICE
1	Mobilization	1	LS	\$ 10,750.00	\$ 10,750.00
2	Temporary Bypass System	1	LS	\$ 44,500.00	\$ 44,500.00
3	CIPP Lining - 6" dia.WM - Up to 970Ft	1	LS	\$ 102,500.00	\$ 102,500.00
4	Excavation & Shoring of Access Pits	3	EA	\$ 11,500.00	\$ 34,500.00
5	WM Reconnections, Disinfection & Sampling	1	LS	\$ 29,900.00	\$ 29,900.00
6	Traffic Control & Protection	1	LS	\$ 3,500.00	\$ 3,500.00
7	Fire Hydrant - Remove and Replace	4	EA	\$ 13,300.00	\$ 53,200.00
8	Asphalt Restoration	150	SF	\$ 18.00	\$ 2,700.00
9	Turf Restoration	50	SY	\$ 56.00	\$ 2,800.00
10	Concrete Curb and Gutter - Remove & Replace	50	LF	\$ 96.00	\$ 4,800.00
11	Concrete Sidewalk - Remove & Replace	250	SF	\$ 23.00	\$ 5,750.00

TOTAL \$ 294,900.00

INCLUSIONS AND EXCLUSIONS	INCLUDED	EXCLUDED
Materials and Installation Method	x	
Potable water certification : NSF 61	x	
Lining Reports, DVD Inspection Videos	x	
GPS As Builts		x
Laser Profile of inside the water main to determine the sizing of the water main	x	
Temporary Water By-Pass System to Service Residents or Commercial Industrial Buildings	x	
Site permit, IEPA permit, DNR permit, parking permit, fire hydrants permit		x
Traffic control supply or handling, flagpersons, signage and barrels	x	
Excavation, backfill and all surface restoration of access pits	x	
Free use at all times of the closet fire hydrant or other adequate source of water (water tank truck)	x	
Cutting of the water main to gain access to water main to be lined	x	
Dewatering	x	
Shoring, shoring systems, engineered drawings for shoring system	x	
Supply and/or handling of Jersey Barriers, Steel Plates and the like	x	
Cleaning residues disposal if required	x	
Flushing, disinfection, water sampling and water main commissioning	x	
Pressure Testing of CIPP-Lined pipe per ASTM F1216-16-8.3 Standards	x	
Roads cleaning and landscaping	x	
Pipe mechanical work	x	
Tie-ins, connections	x	
Bonds	x	



FER-PAL CONSTRUCTION USA, LLC • 1350 GASKET DRIVE • ELGIN, IL. 60120 • (847) 214-0103

Customer:	Village of Algonquin
Attention:	Doug Paulus, P.E. Burke Engineering
Project	Homestead Ct., Colonial Ct. and Sunshine Ct. - 6" Watermain CIPP Lining Proposal - TURNKEY

Respectfully Submitted by: Chris Reynolds, Project Manager & Estimator, Fer-Pal Construction USA LLC









ADDITIONAL NOTES:

A	Quote effective for 30 days
B	Price subject to change based upon defined scope of work
C	Price does not include night and/or weekend work
D	Price does not include temporary bypass piping larger than two-inch (2") because of the inability to countersink the pipe under Scott Street due to the recently installed asphalt binder course. If piping larger than two-inch (2") is required, additional costs for ramping and protecting larger pipe at the Scott Street crossings will be borne by the city.
E	Price assumes water main depth at no more than six (6) feet deep. Costs for additional excavation, material handling, backfill, etc. will be borne by the City or Engineering Firm overseeing this project
F	Price assumes the capability for our bypass connection crews to connect to operational exterior hose bibbs, interior house-side and city side valves, etc; Fer-Pal Construction is not responsible for inadequate or inoperable valves, hose bibbs, piping, connections, etc. Any repair required pre OR post bypass connection, and <u>any</u> costs associated with those repairs, will be the borne by the city.
G	Price includes bacterial sampling and testing of water main and temporary bypass system (when applicable) only; any additional required sampling or testing will be need to be handled by the City or Engineering Firm overseeing this project
H	Price includes pressure testing horizontal water main. If the exposed end(s) of the water main is at any type of angle, the ability to properly and safely brace and secure the ends of the water main for pressure testing is significantly reduced, as is a successful test outcome. Additional costs for equipment, material, manpower, etc.to achieve a successful pressure test on angled/deflected water main will be borne by the city.
I	Price includes dewatering of the water main following our standard processes of using swabs (sponges) and rubberized squeegees when necessary. If the main requires additional dewatering measures outside of our standard processes (pumps & hoses, Vac Truck rental, etc) any associated costs will have to be borne by the city.
J	If any active infiltration is encountered in the existing main during the CIPP process, costs for any necessary additional excavations, internal repair sleeves, etc. will be considered T&M work and have to be borne by the city.
K	Dewatering for Access Pits will consist of daily pumping down of Access Pits when necessary during Ferpal CIPP Lining Processes Only; Any additional necessary dewatering and/or sustained dewatering (i.e. well points, pump pits, 24hr pumping) is excluded.
L	Any unknown/unforeseen bends, Vertical or Horizontal, encountered during intial cleaning and CCTV stages will need to be addressed and if excavation is required, it will be at the expense of the city
M	If any active water services are deemed uncorkable due to the service being in a saddle, the service within the saddle is offset, the clock position of the service is not accessible, or other reasons, the cost to reinstate that service externally will be borne by the city.
N	Price includes Temporary Bypass Maintenance for SIX (6) weeks. All additional costs for bypass maintenance that exceeds the Maintenance Period included in the price, including regular work hours, after hours and weekend on-call duties will be an additional cost to the city. No deductions/credits will be given for bypass maintenance ending prior to above noted time period.
O	Bends greater than 45-degrees must be excavated at the expense of the Owner
P	Minimum 25ft between bends is required



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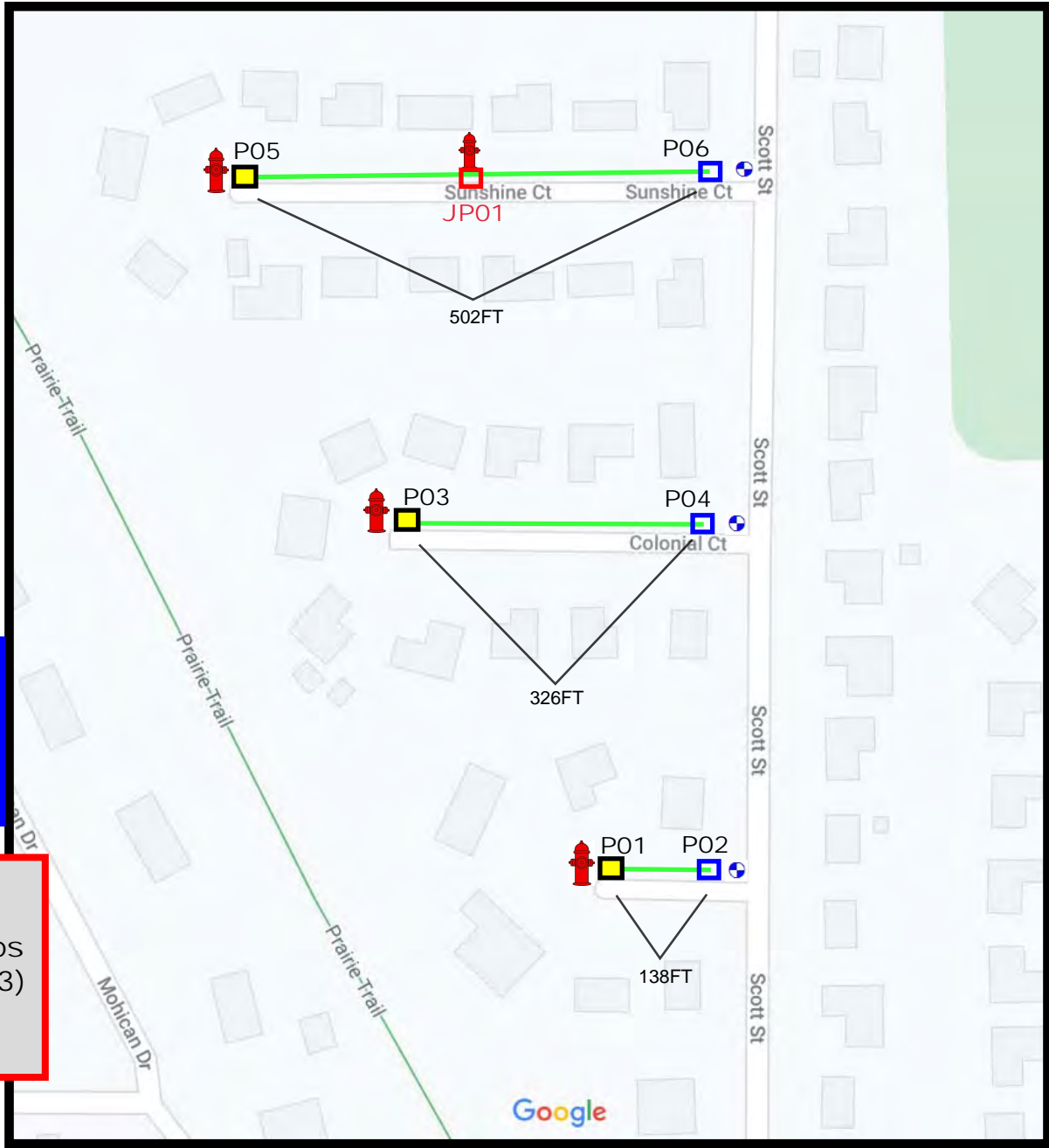
ALGONQUIN, IL - 6" WATER MAIN LINING

-  - HYDRANTS TO BE REMOVED AND REPLACED
-  - COMBO HYDRANT & LINING ACCESS PITS
-  - CIPP LINING ACCESS PITS
-  - HYDRANT JUMPER PIT
-  - EXISTING VALVES
-  - WM TO BE LINED
-  - HYDRANT FEED FOR BYPASS
-  - MILLINGS RAMP CROSSING-SCOTT ST.

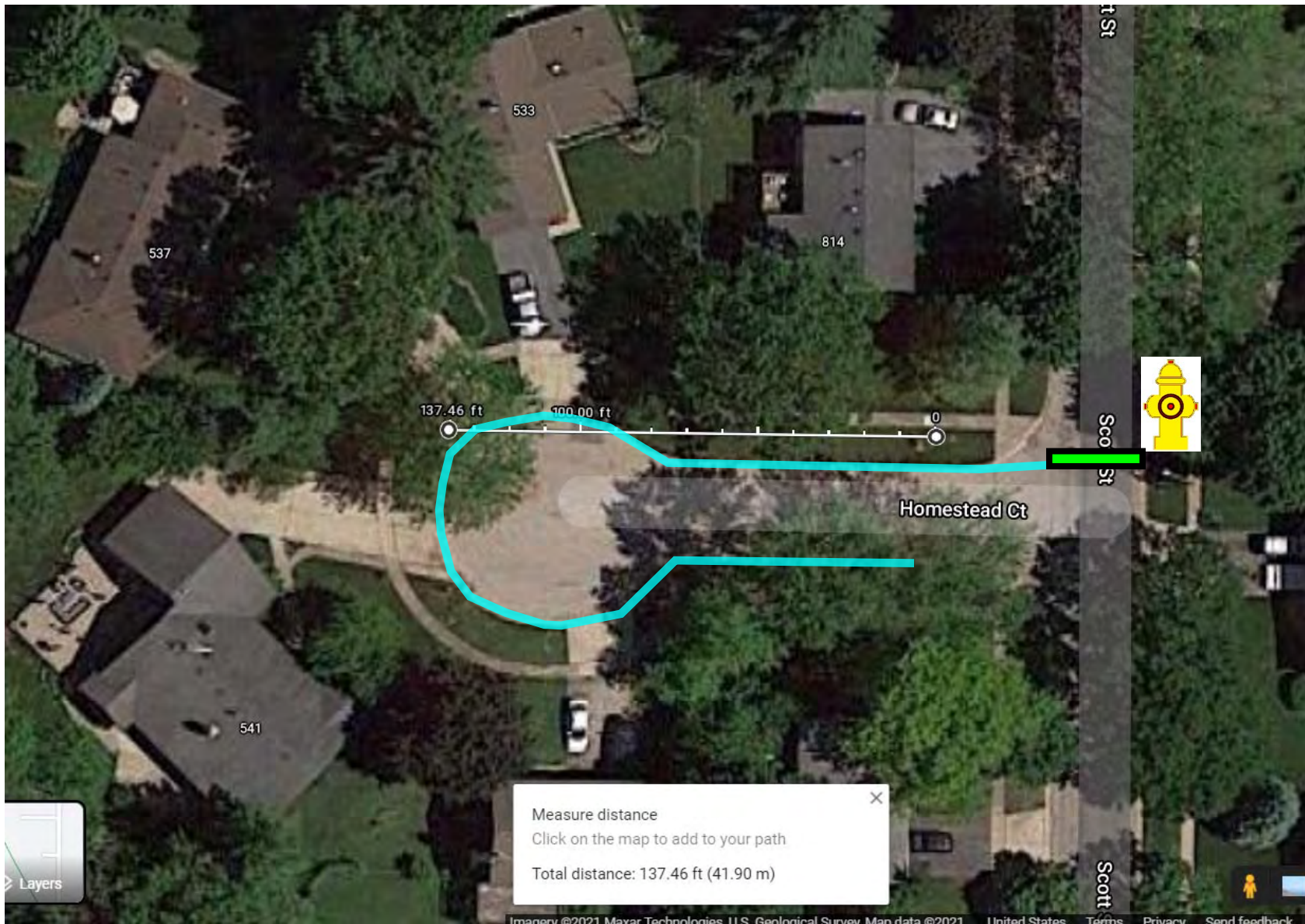
***NO COUNTERSINKING OF ANY BYPASS INTO NEWLY LAID ASPHALT BINDER COURSE**

TOTALS FOR LINING:
 966ft/295m - 6" WM
 3 ACCESS PITS
 3 HYD/ACCESS PITS
 1 STAND-ALONE HYD.

TOTALS FOR BYPASS:
 2,300ft - 2" Bypass
 Thirty-One (31) Hook-Ups
 27 Driveways & Three (3) Crossings to Ramp w/ Millings

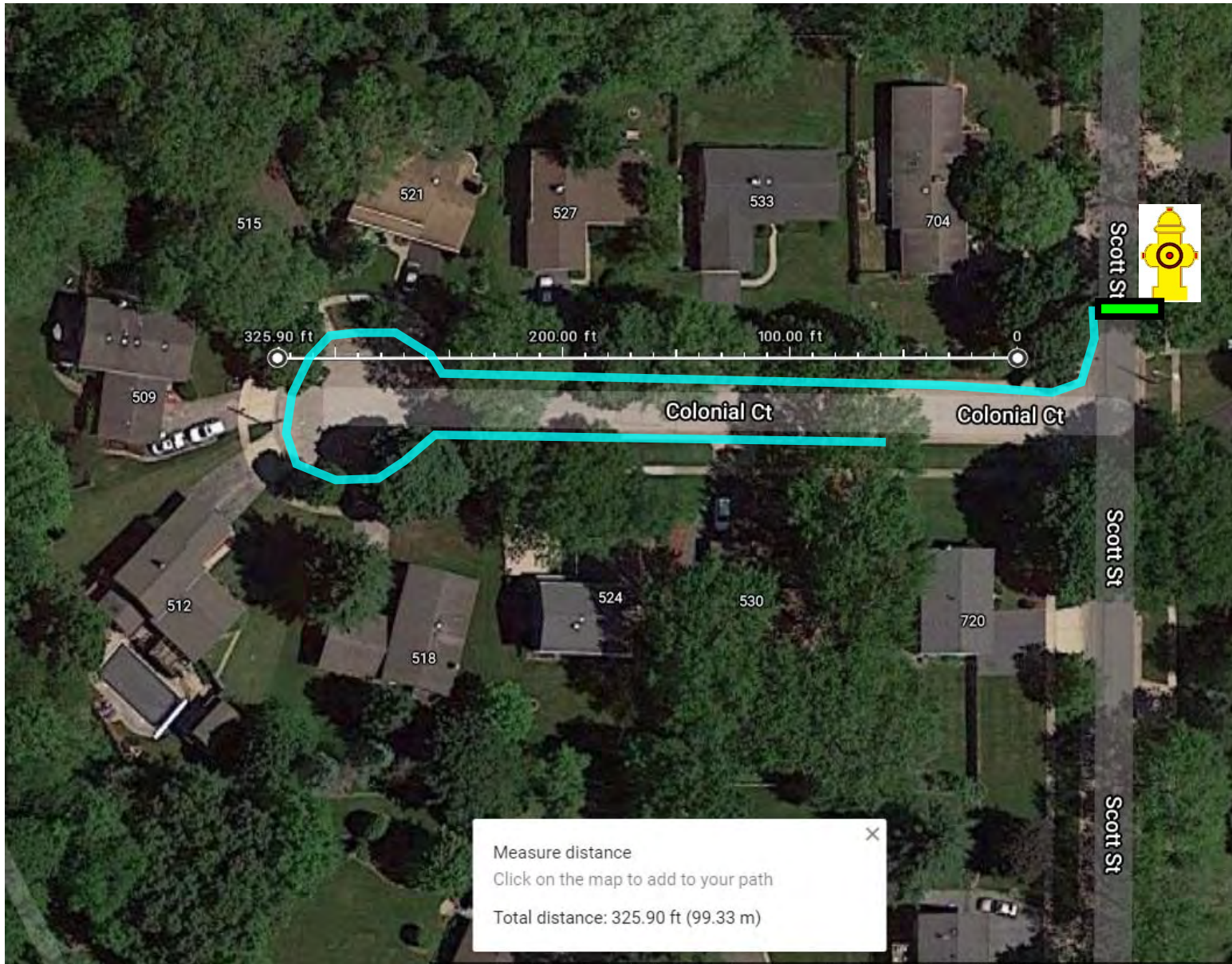


ALGONQUIN, IL - HOMESTEAD CT - BYPASS PLAN



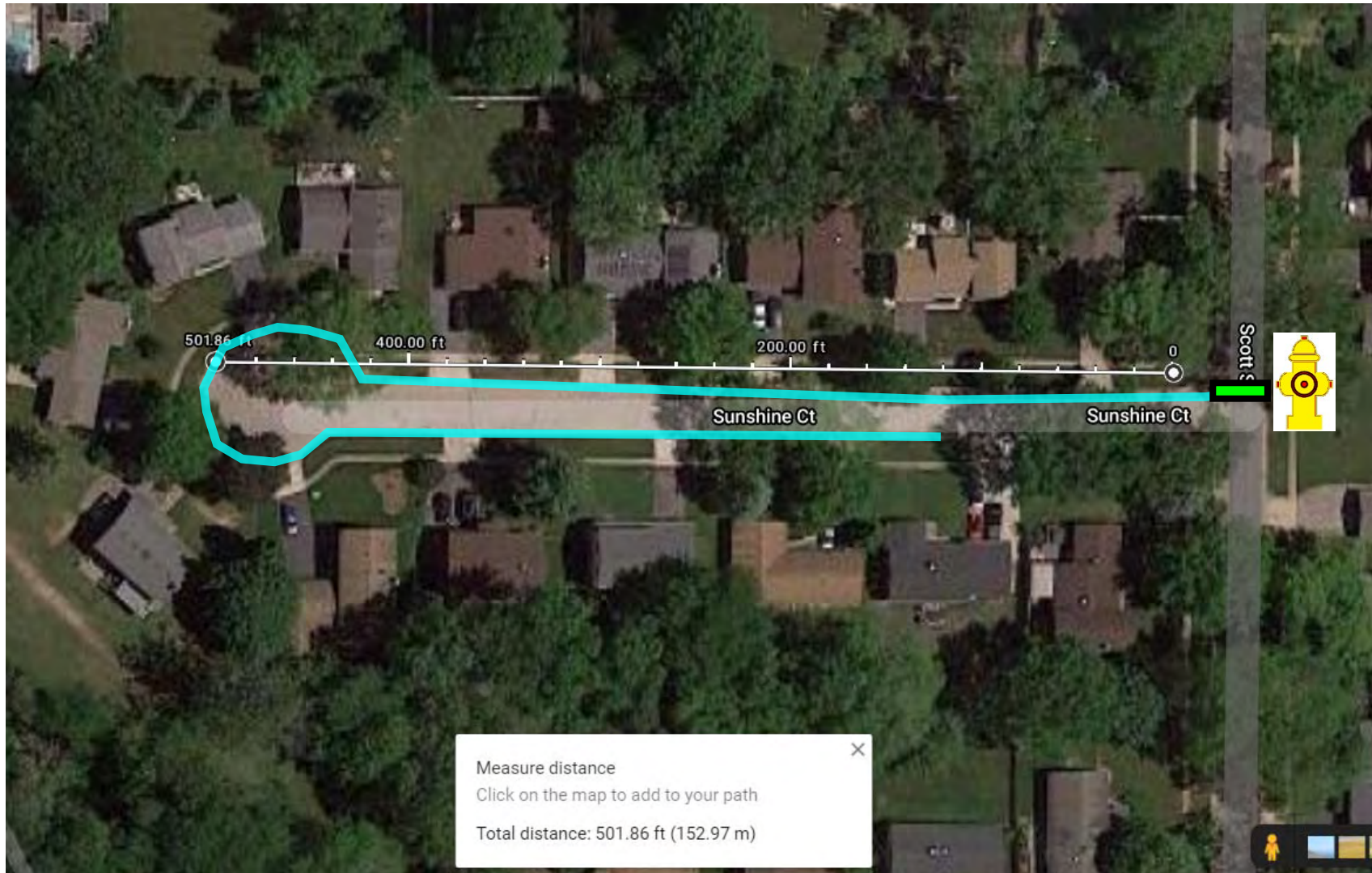
~400ft - 2" Bypass
Five (5) Hook-Ups
4 Driveways & One (1)
Crossing to Ramp w/
Millings

ALGONQUIN, IL - COLONIAL CT. - BYPASS PLAN



~800ft - 2" Bypass
Eleven (11) Hook-Ups
9 Driveways & 1 Crossing to
Ramp w/Millings

ALGONQUIN, IL - SUNSHINE CT. - BYPASS PLAN



~1,100ft - 2" Bypass
Fifteen (15) Hook-Ups
14 Driveways & 1 Crossing
to Ramp w/Millings

 Reply  Reply All  Forward  IM





Doug Paulus

 Robert Mitchard;  Michele Zimmerman;  Doug Paulus ▾

7:06 AM

Water Main Lining

 You replied to this message on 7/14/2021 7:49 AM. 

Bob,

I contacted **Insituform** and they do not line water main that has services since they don't have the ability to cut in the services at this time.

Doug Paulus
Project Engineer
Village of Algonquin
847 658-2754
DougPaulus@algonquin.org



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: July 15, 2021

TO: Tim Schloneger, Village Manager

FROM: Robert Mitchard, Public Works Director

SUBJECT: *Phase 2 Engineering Services – Boyer & County Line Road Improvements*

Attached, you will find a copy of the agreement with Chastain & Associates for Phase 1 and 2 design services for the Boyer and County Line Road Improvements in the amount of \$221,823.17

This proposal completes the Phase 1 design of the project which was completed by Chastain in 2016. The cost of the phase 2 engineering has increased significantly because public works has increased the scope of the project in order to provide a more comprehensive design. The more detailed design takes into consideration our complete streets policy, as well as significant drainage issues and adjacent natural area restoration.

Chastain will be dividing both road corridors into separate projects which will help in the application process for Federal Surface Transportation funding through the McHenry County Council of Mayors. Adding bike path along Boyer Road and partnering with Dundee Township to continue this path on their portion of the road so it connects to Longmeadow Parkway will gain points in the application process. There is also a green infrastructure points category which we will incorporate by utilizing the Village owned natural area adjacent to Boyer Road. We plan to incorporate a natural area restoration on this 3 acre parcel as well as use it to provide additional stormwater storage, if needed. We will also be considering upgrading the naturalized detention basins in the adjacent Canterbury Townhomes Subdivision.

Money for engineering services for this project was provided in the Street Improvement Fund in the amount of \$60,000. However, due to the significant change in scope of the project and taking on other elements that will make it a candidate for federal funding, the attached proposal exceeds the amount budgeted. Public Works plans to cover this cost increase from the savings we realized on the Harnish Drive Road Construction project, which came in over \$1M under budget. Staff feels it is worth the scope change and investment to receive 80% of the construction cost through federal funding.

Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of design services for Boyer and County Line Roads to Chastain & Associates Inc. for \$221,823.17.



June 30, 2021

Mr. Robert Mitchard
Public Works Director
Village of Algonquin
110 Meyer Drive
Algonquin, IL 60102

Re: Proposal – Boyer Road Corridor Improvements, County Line Road to Longmeadow Parkway
County Line Road Improvements, Boyer Road to Stonegate Road

Dear Mr. Mitchard,

Chastain appreciates the opportunity to submit this proposal to provide Engineering Services to the Village of Algonquin for improvements to Boyer Road and County Line Road. Planned improvements along these corridors are anticipated to include the following.

Boyer Road.

- Reconstruction of Boyer Road from County Line to Corporate Parkway,
- Reconstruction and widening of Boyer Road from Corporate Parkway to Longmeadow Parkway, and
- Addition of new multi-use path along east side of Boyer Road from County Line Road to Longmeadow Parkway.

County Line Road

- Reconstruction of County Line Road from Boyer Road to Stonegate Road (omission at Randall Road),
- Addition of storm sewers and stormwater management facilities as may be recommended by Village wide Stormwater Study currently underway.

With the above noted improvements, Chastain is recommending services be split between both road corridors to be treated as separate projects. We recommend both planned improvements be considered separate projects and consideration be given to seek Federal funding for construction for both corridors with the upcoming call for local projects through the McHenry County Council of Mayors (MCCOM) anticipated in January of 2022.

To improve the selection results for Federal funds it is recommended the Phase I planning be completed, Phase II designs be underway, any required right-of-way be secured or in negotiations and the project provide for improved multi-modal access. We would anticipate both of these projects would score favorably if submitted for funding since we believe the planning and design can be completed timely and the addition of the path along Boyer Road will help to provide improved access.

To work towards the recommended STP-Local call for projects by MCCOM in early 2022, Chastain has identified the following services and efforts to complete the Boyer Road and County Line Road improvements.

The anticipated improvements along Boyer Road include the following.

1. North Segment – covers the portion of Boyer Road from the County Line / Boyer intersection to the Boyer / Corporate Parkway intersection. It's anticipated the roadway will be reconstructed using in-place recycling techniques and the existing cross road culvert just south of Loren Lane will be improved as originally planned. Planning and design for this section will also include a new multi-use path along the east side of Boyer. It's anticipated the path will likely impact adjacent wetlands and that approximately 500 feet of retaining wall may be needed north of Corporate Parkway to support the proposed path.
2. South Segment – covers the portion of Boyer Road from the Corporate Parkway / Boyer intersection to the Boyer Longmeadow intersection. It's anticipated the roadway will be reconstructed and widened using traditional roadway designs and construction methods. If Federal funding is not successful this portion of Boyer may be completed using recapture of development impact fees from development of vacant property along the frontage of Boyer Road. Planning and design for this section will also include a new multi-use path along the east side of Boyer and its anticipated right-of-way will be required for the widening and path and coordination will be needed with Dundee Township for any improvements to Boyer Road south of the Village limit.

The anticipated improvements along County Line Road include the following.

3. West Segment – covers the portion of County Line Road from the County Line / Boyer intersection to the County Line / Randall intersection. It's anticipated the roadway will be reconstructed using in-place recycling techniques, the existing path along the segment will be repaired as needed and improvements to channelization along the segment will be included as originally planned. In addition to improvements previously designed the project may include the addition of new storm sewers and stormwater management facilities along the corridor. The Village is currently evaluating the stormwater needs for the Village and recommendations for any improvements along County Line would be added to the planned improvements. Additionally, the existing storm sewer outlet at Woods Creek, from the County Line / Boyer area, will be evaluated to address continued surcharging and damage of the outlet site as a result of the surcharges.
4. East Segment – covers the portion of County Line Road from the County Line / Randall intersection to the County Line / Stonegate intersection. It's anticipated the roadway will be reconstructed using in-place recycling techniques, the existing path along the segment will be repaired as needed and improvements to channelization and lane reduction along the segment will be included as originally planned.

Attached is a Project Understanding and Scope of Services for improvements to County Line Road and Boyer Road to provide Phase I planning and coordination services and Phase II design services. Service fees are summarized as:

Boyer Road

1. Project Admin & QA/QC - \$14,769.35 (This Task includes all coordination meetings and IDOT Kick-Off Meeting)
2. Topographic Survey - \$7,552.78 (Survey of north section for path and wetlands areas only and full topo survey for south segment)
3. Environmental and Permit Coordination - \$19,609.43 (Includes \$13,000 for wetland delineation and jurisdictions / permit coordination for RES)
4. Drainage Study - \$11,937.17
5. Project Documentation and Environmental Submittals - \$5,518.46
6. Soil Surveys - \$14,692.63 (included \$12,000 for soil borings for road widening, retaining wall, and CCDD Testing)
7. PDR Preliminary Plans - \$14,086.16
8. Traffic Studies - \$3,135.28
9. Final Plans, Specs & Estimates - \$51,292.09
10. Right-of-Way - \$11,898.64 (Covers existing right-of-way along all of Boyer Road and Corporate Campus Conservation Easement)

Boyer Road Total Cost of Services - \$154,492.00

County Line Road

1. Project Admin & QA/QC - \$8,770.41 (This Task includes all coordination meetings and IDOT Kick-Off Meeting)
2. Topographic Survey - \$4,927.33 (Pick-Up and supplemental survey only)
3. Environmental and Permit Coordination - \$3,950.28
4. Drainage Study - \$7,665.10
5. Project Documentation and Environmental Submittals - \$5,518.46
6. PDR Preliminary Plans - \$7,471.07
7. Traffic Studies - \$5,752.73
8. Final Plans, Specs & Estimates - \$23,275.80

County Line Total Cost of Services - \$67,331.17

Enclosed with this letter is a labor and fee breakdown covering all services outlined above and in the Scope of Services document attached. The proposed work effort does include completion of Phase I coordination and documentation and Phase II preparation of final plans, Specs and project estimates. Any required final right-of-way or easement documents identified as part of Phase I efforts are not included in the fees as presented. Additional service fees will be negotiated for any right-of-way or easement documents that may be required.



Thank you for requesting Chastain & Associates LLC submit a proposal for planned improvements along Boyer Road and County Line Road. We look forward to having an opportunity to work with the Village again on this project and we look forward to meeting with village staff to discuss the project in greater detail. With any questions I can be reached on my cell phone at (847) 287-6732 or e-mailed at sfrerichs@chastainengineers.com. If you find the request and conditions described herein satisfactory, please indicate your acceptance in the space below and return one copy for our files.

Chastain & Associates LLC
Sincerely,

A handwritten signature in black ink, appearing to read "Steve Frerichs".

Steve Frerichs
Senior Project Manager

ACCEPTED FOR: The Village of Algonquin

By: _____ Title: _____ Date: _____
Printed

By: _____
Signature

Project Understanding and Scope of Services
Village of Algonquin
Boyer Road Corridor Improvements
County Line Road to Longmeadow Parkway
Phase I & II Engineering Services

PROJECT UNDERSTANDING

The Village of Algonquin has requested a proposal for planning and design services for improvements along Boyer Road between County Line Road and Longmeadow Parkway. It is understood improvements will include reconstruction and widening of Boyer to a consistent three lane cross section, the addition of a new multi-use path along the east side of Boyer and stormwater basin improvements along the corridor. The multi-use path will improve linkage between existing paths in the residential areas north of County Line Road to the existing path along Longmeadow Parkway and commercial / retail businesses in between.

The presence of wetlands adjacent to portions of the right-of-way and a crossing of a Woods Creek tributary along a portion of the alignment will require a design that minimizes the environmental impacts while providing the safest travel for pedestrians and cycles as well as vehicles along Boyer Road. Alternatives to limit environmental impacts may include the need for gravity wall to support the path at some locations. Currently it's anticipated the path will be located along the east side of Boyer Road to limit impacts to most environmental issues.

Regulatory and access coordination and permitting will be required from IDOT, Army Corp of Engineers and both McHenry and Kane Counties and both private and public utilities will play a role in the final location of the path and road improvements. The scope of services for the Boyer Road corridor improvements are broken into ten (10) tasks as detailed following.

SCOPE OF SERVICES

Task 1 - Project Admin and Data Collection

This task covers project administration and coordination efforts required for the proper progress of these planning efforts. These efforts include data source review, collection of available project information and previous reports and data that may have potential impacts to future Boyer Road improvements.

A kickoff meeting will be held with the key project partners to establish study and coordination protocols, procedures, goals and technical issues known at the time of project kickoff.

Requests for available data will be coordinated with or thru the Village of Algonquin to pertinent organizations. Requests will be made during the project and during coordination meetings that are included within the scope of other task items.

The specific activities under this Task will include:

- Kickoff Meeting with Village, Chastain, IDOT-BLR and FHWA.
- Review of compiled existing/available information. Compiled information and findings will be shared with the Village.
- Establish a list of data collection targets and make coordinated team assignments for pursuing this information. Clear the data collection plan with Village of Algonquin prior to mobilizing this effort.
- Prepare written and verbal requests for information from the Village of Algonquin, Counties and utility agencies that are expected to have archive information available.
- Request plans and documents for future improvements from Kane County DOT.
- Maintain a hard copy and electronic data repository with access to all team members and Algonquin.

Following is a summary of data collection targets:

- Village of Algonquin
- IDOT
- Lake County DOT & SMC
- Kane County DOT & WR
- USACE

Deliverables for this task are anticipated to include:

- A written summary of key issues, action items, and requests for data and follow up input from partners that arise during the initial data collection. Distribute to all attendees.
- Compile copies of archive data, information, and reports collected from the target list.

This task includes two (2) coordination meetings with IDOT & FHWA for project design coordination and one (1) public coordination meeting to be held in the Village of Algonquin to allow public input regarding the project.

Efforts will include preparation of meeting agendas, meeting minutes, presentation material, assisting with site coordination for the public outreach with the Village of Algonquin.

Chastain will be responsible for developing meeting summaries and follow-up correspondence to comments received through all coordination meetings.

Task 2 – Topographic Surveys

Efforts include topographic and boundary surveys to measure existing field conditions for design and plan preparation efforts.

Topographic Survey – Initial topo survey work will begin after preliminary data collection efforts are completed and will include the following.

- General Site Topography – Topographic survey will be completed along east side of Boyer Road south of County Line Road from the Boyer/County Line intersection to Corporate Parkway and full corridor topo from Corporate Parkway to Longmeadow Parkway.
- Coordination efforts are planned for ComEd, Nicor, AT&T, Village of Algonquin Public Works and other private utilities to establish project communication requirements. Utility coordination efforts will include preparation of a utility status table used to track all utility communication and document status and contact information.
- Utility mapping – Based on utility information provided by Village of Algonquin and private utility companies survey will be completed for all visible utility structures. Storm and sanitary sewer structures and water vaults will be field measured for accurate depth.
- Develop integrated base mapping of new topographic survey data incorporating survey previously completed for the County Line/Boyer roadway project.

Boundary Survey – This effort will be completed with the topographic survey. Survey will be limited to the Boyer Road corridor between County Line Road and Longmeadow Parkway. Work will include reasonable effort to locate and field survey property corners for design plan purposes.

Task deliverables will include:

1. Topographic base files in MicroStation/AutoCAD format.

Task 3 – Environmental and Permit Coordination

Work covered as part of this task includes coordination, delineation, documentation and application for permits and / or approvals to Cross Huntley Road and plan path alignment in proximity to wetland areas along proposed path routes. Work efforts will include coordination with IDOT and submittal of the ESR document and coordination with Kane County DOT for approval to access / crossing at the Longmeadow / Huntley intersection.

Work in the task will be supplemented with wetland and environmental coordination services provided by Resource Environmental Services, LLC who's scope is attached.

Task deliverables will include:

1. Wetland Delineation Report to be submitted with ESR documents.
2. Kane County access coordination documentation.

Task 4 - Concept Design Drainage Study

This task covers the preparation of a Drainage Technical Memo likely to be required by IDOT as a supporting document to the project records. With the crossing of the tributary to Woods Creek and a combination of roadside ditches and storm sewers likely to be impacted by the path improvement, it's anticipated that IDOT will require some form of impacts analysis. It's anticipated a Drainage Technical Memo will be acceptable for the project. Work will include a written report summarizing existing stormwater conveyance conditions, including outlet analysis compared with proposed improvements to conveyance features and mitigation measures implemented to ensure existing outlet conditions are not changed.

Task deliverables will include:

1. Drainage Technical Memorandum report to be submitted to IDOT as part of the project record.

Task 5 – Project Documentation and Environmental Submittals

This task covers the preparation of narrative portions of a Project Development Report (PDR) that will be completed to document project planning, coordination and environmental clearance efforts for the project. Efforts will include providing narrative descriptions of existing and proposed conditions, providing documentation and final determinations for various project coordination efforts with IDOT-BLR for documentation and compliance to noise, 4f and 6f land impacts, special waste screening, air quality and other non-technical design elements required by the PDR.

Environmental assessment evaluations will be required as part of IDOT's approval process and the completion of the PDR. The work will include preparation of supporting documents to clear Biological, Cultural, Wetland and Special Waste features along the project corridor. Supporting documents will be submitted to IDOT as part of the Environmental Survey Request (ESR) . The ESR document is required to complete all environmental coordination to an acceptable level for IDOT to approve the PDR. Coordination will include preparation and submittal of a Wetland Delineation Report, prepared by our team in an effort to save project review time.

This effort is proposed to qualify the project for Federal funding should the Village decide to submit for funds as part of the MCCOM STP – Local call for projects anticipated in January 2022

Task deliverables will include:

1. Completed PDR document with applicable attachments.
2. Prepare and submit ESR form including supporting documents and required mapping files.

Task 6 – Soil Surveys

Work in this task will cover completion of soil borings and testing. With retaining walls anticipated to limit wetland and environmental impacts soil borings will be completed to verify deep soil conditions. Borings will be required along areas where Boyer Road will be widened to identify any subgrade soils that may need to be removed for road bed construction. Also, soils in areas of possible soil excavation and disposal will be tested for CCDD compliance and a pre-approval disposal letter and 663 certifications will be furnished for inclusion in the contract documents.

Task 7 – PDR Preliminary Plans

Work in this task will cover the preparation of preliminary (30%) plans for the preferred improvement alternate. Documents will be prepared for inclusion in the PDR as supporting exhibits. It's anticipated the preliminary plans will include plan sheets previously created as part of the County Line / Boyer roadway improvements. Plan sheets anticipated are presented in the table below.

Sheet Description	No. of Sheets	Reference Information
Typical Sections	2	2 existing and 2 proposed typicals
Plan & Profile Layout Sheets	10	20 Scale Plan w Profile
Cross Sections	16	50-foot spacing est. 5,200 foot improvement (used only for alternative evaluations not included in PDR).

Task 8– Traffic Studies

Work to be completed under this task includes analysis of traffic and pedestrian crossing impacts at the two main road crossings at Corporate Parkway and Longmeadow. Recent project coordination with IDOT has identified traffic impacts and pedestrian conflicts need to be reviewed and verified for capacity and project compatibility. Efforts will include traffic projections and intersection capacity analysis for use in determining traffic stop condition warrants analysis.

Task deliverables will include:

1. Completed capacity analysis with HCS software.
2. Preparation or summary report identifying traffic projections and signal warrants evaluation.

Task 9 – Final Plans – Phase II

Efforts include preparation of final plans, specs and estimates for bid. Documents will be prepared to meet the requirements for Algonquin and IDOT. Progress plans will be submitted for review to the Village at 30% 60%, 90% and Final stages, submittals to IDOT will include Pre-Final and Final documents only.

Plan preparation efforts are expected to include updating and modification to plans previously prepared by Chastain as part of the Villages original County Line Boyer Road improvements. Specifications and project designs will be coordinated with IDOT and the Village to ensure the Village preferences are included in the project.

A listing of the anticipated plan content can be found in the attached man-hour fee breakdown.

Task 10 – Preparation of Right of Way

Efforts include right-of-way (ROW) surveys to establish existing Boyer Road ROW limits. Work will include records review and coordination with Village and Kane County for right-of-way records.

Right-of-Way Survey – This effort will be completed with the topographic survey. Survey will be limited to the Boyer Road corridor between County Line Road and Longmeadow Parkway. Work will include reasonable effort to locate and field survey property corners.

The Village desires to protect the existing open waters and natural areas of the Corporate Campus which are contiguous and/or tributary to the headwaters of Woods Creek. Additional services in the Task include working with the Village to identify and document limits for a conservation easement to protect the existing natural areas of the Corporate Campus.

Task deliverables will include:

1. Right-of-Way limits in MicroStation/AutoCAD format.
2. Identify any required project easements.

PROJECT SCHEDULE

The anticipated project schedule assumes an approval of professional services and notice to proceed being issued in July with draft PDR submittal on or before January 15th, 2022.

Task	Anticipated Start Date	Anticipated End Date
Project Kick-Off Meeting	August 2021	
Data Collection	Late August 2021	Mid-September 2021
Survey	August 2021	October 2021
IDOT Kick-Off Meeting	Mid-August 2021	
Preliminary Improvement Plan	August 2021	October 2021
Environmental Coordination (ESR)	Early August 2021	
Public Coordination	November 2021	
PDR Preparation	November 2021	December 2021
Draft PDR Submittal	January 15, 2022	



Regional Office
120 W. Main Street
West Dundee IL 60118

Corporate Headquarters
6575 West Loop South, Suite 300
Bellaire, TX 77401
Main: 713.520.5400

A. Cover Letter

June 11, 2021

Steve Frerichs (Sr. Project Manager)
Chastain & Associates, LLC
120 W. Center Ct.
Schaumburg, IL 60195

Re: Proposal for Boyer Road Improvements Project

Dear Steve,

RES Great Lakes, LLC (formerly Applied Ecological Services, Inc.*)¹ is pleased to provide this proposal for services related to the Boyer Road Improvements Project located in Algonquin, Illinois. Enclosed you will find a summary of our proposed scope of work and fees based on our understanding of your request for services.

Upon review and acceptance of the contract, please sign and return according to the instructions on the signature page.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve Zimmerman", with a long horizontal flourish extending to the right.

Steve Zimmerman M.S.
Resource Environmental Solutions, LLC
120 West Main St.
West Dundee, IL 60118
Office: 847-844-9385
Cell: 773-507-0982
szimmerman@res.us

¹ *AES was acquired by Resource Environmental Solutions, LLC on 2/5/2021 and underwent a name change to RES Great Lakes, LLC dba Applied Ecological Services. This entity is now a wholly-owned subsidiary of Resource Environmental Solutions, LLC (RES) and all work will be conducted by trusted AES staff, who now have access to the support of RES, without disruptions to your service. For the purposes of qualitative evaluation of this proposal, AES and RES should be viewed as a single entity ("RES").



B. Scope of Services

Task 1. Meetings

RES understands that as the proposed Boyer Road Improvement Project moves forward, multiple meetings with the Village of Algonquin may be required. RES will attend up to three in person or remote meetings as requested by Chastain.

Product: Meeting Attendance

Lump Sum Fee: \$1,500

Task 2. Wetland/Farmed Wetland Delineation & Jurisdictional Determination

Wetland Delineation

RES Ecologists will conduct a wetland delineation within the Boyer Road Improvements Project boundary (provided by Chastain) in accordance with the U.S. Army Corps of Engineers (Corps) 1987 Wetland Delineation and the Midwest Regional Supplement for Wetland Delineations. Pink pin flags will be used to delineate on-site wetland boundaries and located using submeter GPS. As required by the Corps, the delineation will include an on-site investigation of vegetation, soils, and hydrology. In addition, the floristic quality index (FQI) will be calculated for each wetland encountered. Digital photographs of data points will be taken to assist in documenting existing site conditions. Adjacent off-site wetlands will also be identified and inspected, if possible, but not flagged.

Note that field work conducted before May 1 or after October 15 per the Kane County Stormwater Management Ordinance but will be considered "Preliminary". Time required to revisit the site between May 1 and October 15 to collect additional vegetation data and update the wetland delineation report will be billed on a T&M basis.

Farmed Wetland Determination

Several areas within the proposed Boyer Road Improvements Project appear to have been farmed within the past five years or are actively farmed and will therefore require a farmed wetland determination using the United States Department of Agriculture (USDA) National Food Security Act Manual (NFSAM) and Natural Resource Conservation Services (NRCS) 1998 Wetland Mapping Conventions. This protocol requires a desktop review of historic aerial photographs of the site prior to an on-site investigation. RES will review at least six historic aerial photographs to identify wetland signatures and potential farmed wetlands then verify finding in the field. Results of the farmed wetland determination will be included in the wetland/farmed wetland report.

Wetland & Farmed Wetland Report

RES will prepare a wetland delineation/farmed wetland determination report in accordance with the U.S. Army Corps of Engineers 1987 Wetland Delineation Manual, Midwest Regional Supplement, United States Department of Agriculture (USDA) National Food Security Act Manual (NFSAM) and Natural Resource Conservation Services (NRCS) 1998 Wetland Mapping Conventions. The report will include the following: a written summary of wetland delineation and farmed wetland determination methods and results, wetland/farmed wetland delineation exhibit that shows all wetlands and data collection points within the project area, photos of representative data points locations, wetland and soils maps, farmed wetland signature maps, completed U.S. Army Corps of Engineers data forms, and an evaluation of the quality of on-site wetlands based upon the Floristic Quality Index (FQI). The report will also include all additional Kane County wetland delineation requirements.

Jurisdictional Determination, Boundary Verification, & On-site Meeting with Corps

RES will send a copy wetland delineation/farmed wetland determination report along with a completed Jurisdictional Determination (JD) request form to the Corps requesting a JD and concurrence of delineated



wetland boundaries. This may involve meeting the Corps on site for the boundary verification (not included in the fee below).

Note that time required to revisit the site with the Corps and report changes will be billed on a T&M basis.

Product: Wetland/Farmed Wetland Determination Report & GIS/GPS Data JD and Wetland Boundary Verification

Lump Sum Fee: \$6,500

Task 3. Wetland Impact & Mitigation Assessment

RES understands that the Village of Algonquin prefers to avoid ALL potential wetland mitigation related to the Boyer Road Improvements Project. RES will use the results of the wetland/farmed wetland delineation to assess the extent of wetland impacts proposed by conceptual improvement plans provided for review by Chastain. RES will recommend to Chastain potential options that reduce or eliminate wetland impacts so that wetland mitigation is not required.

Note that if extensive wetland impacts are unavoidable and wetland mitigation is required, time required to assist Chastain with wetland mitigation design & permitting will be billed on a T&M basis or under separate contract.

Product: RES-Chastain Wetland Impact Collaboration

Lump Sum Fee: \$1,500

Task 4. Storm Sewer & Detention Basin Ecological Design Assistance

RES understands that the proposed Boyer Road Improvements Project will include a new storm sewer outlet at Woods Creek and possible detention basin north of County Line Road within a vacant lot. RES will assist Chastain with ecological related aspects of the proposed storm sewer and detention basin design and provide project details (if requested), typical planting details, plant plug details, etc. RES will also collaborate with Chastain related to proposed hydrology then provide Chastain with native planting zones and appropriate native seed and/or plant mixtures in Excel tables.

Product: Ecological Design Assistance

Lump Sum Fee: \$4,000

Task 5: Corps Permit Application

RES will prepare a Corps/IEPA Joint Application related to any temporary or permanent wetland impacts associated with the proposed Boyer Road Improvements Project. RES understands that Chastain will prepare all required design plans, calculate relevant wetland impacts, etc. and submit to RES for use in the Corps Permit Application. RES will also request that engineering related sections of the Corps Permit Application be completed by Chastain if needed. RES anticipates meeting the Corps Project Manager on site for a pre-application meeting to discuss project details and respond to Corps' requests for additional information. RES also understands that Chastain will work with the Village of Algonquin to obtain/pay fee related SWCD erosion control signoff then forward information to RES for inclusion into the Corps Permit Application.

Product: Corps Permit Application

Lump Sum Fee: \$5,000



Task 6: Existing Detention Basins M&M Plan & Degraded Wetland Restoration Plan

There are two existing naturalized detention basins within the residential subdivision south of County Line Road and an existing but degraded wetland along the east side of Boyer Road. RES understands that the Village of Algonquin would like to incorporate the detention basins and existing wetland into the overall improvement plan related to fulfilling green infrastructure requirements in one or more potential grant opportunities. RES will assess the two naturalized detention basins and existing wetland then prepare an ecological restoration/management plan and cost estimate for implementation. The plan and cost estimate will include enough detail needed for the Village to bid the work to a qualified ecological restoration contractor under separate contract.

Product: Ecological Restoration & M&M Document

Lump Sum Fee: \$3,500

Total Lump Sum Fee (Tasks 1-6): \$22,000

Project: Boyer Road Corridor Improvements

CA Proj No:
Date: 30-Jun-21

Direct / Reimbursable Cost Estimate

Task No.	Item Description	Sheet Count	Labor Code Budget		Frerichs Sr. Project Manager	Pang Project Manager	Project Engineer	Myszka Engineer	Rankin Engineer	Wallace Survey Chief	Wozniarsk Tech IV	Donahue Tech I	Wheaton Admin	QC/QA	Unit Cost Item Direct Cost	Reimbursables			
			Cost	Hours												\$65.00 Vehicles (Days)	\$1.00 res Wetlands (Units)	\$1.00 Geotech Soils (Units)	\$15.00 CADD (Hours)
1 Project Admin & QA/QC																			
1.1	Project Start-Up		\$284.00	4	4														
1.2	Project Kick-Off Meeting		\$334.00	6	2	4													
1.3	Project Coordination Meetings w Client		\$1,236.00	20	12	8													
1.4	Internal Project Coordination		\$1,116.00	24	4	8	4	8									1500		
1.5	External Project Coordination (IDOT, MCCOM & Regulatory)		\$1,429.60	28	8	12		8											
1.6	QA/QC		\$456.00	8										8					
Labor Subtotals (DL)			\$4,855.60	90	30	32	4	16	0	0	0	0	0	8		0	1500	0	0
Labor Overhead (OH*DL)			\$6,506.50																
In House Direct Cost (IHDC)			\$1,500.00												\$1,500.00				
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC]			\$1,907.25																
Reimbursables			\$0.00												\$0.00				
Total Task			\$14,769.35												\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00
2 Topographic Surveys																			
North Segment N. of County Line South Segment S. of Corporate Parkway																			
2.1	Set horizontal control - North Segment		\$114.40	4					4							0.5			
2.2	Set horizontal control - South Segment		\$114.40	4					4							0.5			
2.3	Set vertical control (benchmarks used for constr)		\$440.80	16					8			8				1			
2.4	Topo surveys - North Segment (1,400 Ft. North)		\$343.20	12					12							1.5			
2.5	Topo surveys - South Segment (2,500 Ft. South)		\$572.00	20					20							2			
2.6	Utility Measurements & Coordination		\$440.80	16					8			8				1			
2.7	Data Process, Existing Topo Base and Build DTM		\$559.60	16				4	8		4								8
Total Sheet Count			0																
Labor Subtotals (DL)			\$2,585.20	88	0	0	0	4	64	0	4	16	0	0		6.5	0	0	8
Labor Overhead (OH*DL)			\$3,464.17																
In House Direct Cost (IHDC)			\$422.50												\$422.50				
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC]			\$960.91																
Reimbursables			\$120.00												\$120.00				
Total Task			\$7,552.78												\$542.50	\$422.50	\$0.00	\$0.00	\$120.00
3 Environmental and Permit Coordination																			
3.1	Wetland Determination - ESR Coordination		\$334.80	8		4		4									6500		
3.2	County Stormwater and Access Coordination		\$1,088.00	28		4	8	16											
3.3	Wetland Mitigation Planning		\$96.00	2		2											1500		
3.4	USACE Wetland Determination and Permit Coordination		\$238.80	6		2		4									5000		
Total Sheet Count																			
Labor Subtotals (DL)			\$1,757.60	44	0	12	8	24	0	0	0	0	0	0		0	13000	0	0
Labor Overhead (OH*DL)			\$2,355.18																
In House Direct Cost (IHDC)			\$13,000.00												\$13,000.00				
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC]			\$2,496.64																
Reimbursables			\$0.00												\$0.00				
Total Task			\$19,609.43												\$13,000.00	\$0.00	\$13,000.00	\$0.00	\$0.00
4 Drainage Study																			
4.1	Hydraulic Tech Memo		\$944.40	22	2	4	8	8											
4.2	Evaluate Stormwater Management		\$706.40	18		2	8	8											
4.3	Prepare Stormwater Management Mitigation Plan		\$1,041.60	30		2	4	16			8						4000		8
Total Sheet Count																			
Labor Subtotals (DL)			\$2,692.40	70	2	8	20	32	0	0	0	8	0	0		0	4000	0	8
Labor Overhead (OH*DL)			\$3,607.82																
In House Direct Cost (IHDC)			\$4,000.00												\$4,000.00				
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC]			\$1,516.96																
Reimbursables			\$120.00												\$120.00				
Total Task			\$11,937.17												\$4,120.00	\$0.00	\$4,000.00	\$0.00	\$120.00

Project: Boyer Road Corridor Improvements

CA Proj No:
Date: 30-Jun-21

Direct / Reimbursable Cost Estimate

Task No.	Item Description	Sheet Count	Labor Code Budget		Frerichs Sr. Project Manager	Pang Project Manager	Project Engineer	Myszka Engineer	Rankin Engineer	Wallace Survey Chief	Wozniarsk Tech IV	Donahue Tech I	Wheaton Admin	QC/QA	Unit Cost Item Direct Cost	Reimbursables			
			Cost	Hours												\$65.00 Vehicles (Days)	\$1.00 res Wetlands (Units)	\$1.00 Geotech Soils (Units)	\$15.00 CADD (Hours)
5 Project Documentation and Environmental Submittals																			
5.1	Prepare PDR for Planned Improvements		\$1,671.40	42	2	8	12	16											
5.2	Prepare ESR for Environmental		\$381.60	10		2		8					4						
Total Sheet Count																			
Labor Subtotals (DL)			\$2,053.00	52	2	10	12	24	0	0	0	0	4	0		0	0	0	
Labor Overhead (OH*DL)			\$2,751.02																
In House Direct Cost (IHDC)			\$0.00												\$0.00				
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC] =			\$714.44												\$0.00				
Reimbursables			\$0.00												\$0.00	\$0.00	\$0.00	\$0.00	
Total Task			\$5,518.46												\$0.00	\$0.00	\$0.00	\$0.00	
6 Soil Surveys																			
6.1	Soil Borings		\$96.00	2		2												8500	
6.2	Soil Testing CCDD Compliance		\$177.20	4		2	2											2000	
6.3	CCDD Certification		\$81.20	2		2												1500	
Total Sheet Count																			
Labor Subtotals (DL)			\$354.40	8	0	4	4	0	0	0	0	0	0	0		0	0	12000	
Labor Overhead (OH*DL)			\$474.90																
In House Direct Cost (IHDC)			\$12,000.00												\$12,000.00				
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC] =			\$1,863.33												\$0.00				
Reimbursables			\$0.00												\$0.00	\$0.00	\$0.00	\$12,000.00	
Total Task			\$14,692.63												\$12,000.00	\$0.00	\$0.00	\$12,000.00	
7 PDR Preliminary Plans																			
7.1	Typical section and general notes	2	\$381.60	10		2		8											
7.2	Plan & Profile - Roadway & Path alignment 5,200 ft @ 1"=20'	10	\$2,174.60	60		8	22	22			8							40	
7.3	Cross Sections - @ 50' intervals (@ 8/sht)	16	\$2,282.40	56		12	32	32		12								32	
Total Sheet Count		28																	
Labor Subtotals (DL)			\$4,838.60	126	0	22	0	62	22	0	20	0	0	0		0	0	72	
Labor Overhead (OH*DL)			\$6,483.72																
In House Direct Cost (IHDC)			\$0.00												\$0.00				
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC] =			\$1,683.83												\$1,080.00				
Reimbursables			\$1,080.00												\$1,080.00	\$0.00	\$0.00	\$0.00	
Total Task			\$14,086.16												\$1,080.00	\$0.00	\$0.00	\$0.00	
8 Traffic Studies																			
8.1	Traffic Studies - Longmeadow Crossing		\$583.20	14		2	12												
8.2	Traffic studies - Corporate Parkway Crossing		\$583.20	14		2	12												
Total Sheet Count																			
Labor Subtotals (DL)			\$1,166.40	28	0	4	24	0	0	0	0	0	0	0		0	0	0	
Labor Overhead (OH*DL)			\$1,562.98																
In House Direct Cost (IHDC)			\$0.00												\$0.00				
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC] =			\$405.91												\$0.00				
Reimbursables			\$0.00												\$0.00	\$0.00	\$0.00	\$0.00	
Total Task			\$3,135.28												\$0.00	\$0.00	\$0.00	\$0.00	

Project: Boyer Road Corridor Improvements

CA Proj No:
Date: 30-Jun-21

Direct / Reimbursable Cost Estimate

Task No.	Item Description	Sheet Count	Labor Code Budget		Frerichs Sr. Project Manager	Pang Project Manager	Project Engineer I	Myszka Engineer	Rankin Engineer	Wallace Survey Chief	Wozniarsk Tech IV	Donahue Tech I	Wheaton Admin	QC/QA	Unit Cost Item Direct Cost	Reimbursables				
			Cost	Hours												\$65.00 Vehicles (Days)	\$1.00 res Wetlands (Units)	\$1.00 Geotech Soils (Units)	\$15.00 CADD (Hours)	
9	Final Plans - Phase II																			
	Boyer Road Improvements - County Line to Longmeadow																			
9.1	Cover Sheet	1	\$71.40	2			2													
9.2	Typical sections, SOQ and General Notes	5	\$630.00	18		2	4	4	8										4	
9.3	Plan & Profile - Roadway & Path 5,200 ft @ 1"=20'	10	\$3,824.40	110	2	4	16	32	24		8	24							56	
9.4	Pavement Marking - Plan over Plan	5	\$724.80	22		2		8	12										12	
9.5	Landscaping & Restoration - Plan over Plan	5	\$724.80	22		2		8	12										12	
9.6	Cross Sections - (104 sec's)	26	\$6,134.00	150	2	4	8	16	40		80								80	
9.7	Drainage Calcs and Stormwater Mitigation Design		\$974.40	26		2	16		8								3500		8	
9.8	Erosion Control Plan	5	\$381.60	10		2		8											8	
9.9	Calculate Quantities - estimate 100 pay items		\$1,449.60	44		4		16	24										24	
9.10	Highway Standards	8	\$188.00	4							4									
9.11	Special Provisions		\$1,349.60	34	2	8	16													
	Total Sheet Count	65																		
	Labor Subtotals (DL)		\$16,452.60	442	6	30	60	94	128	0	92	24	8	0			0	3500	0	204
	Labor Overhead (OH*DL)		\$22,046.48																	
	In House Direct Cost (IHDC)		\$3,500.00												\$3,500.00					
	CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC]		\$6,233.00																	
	Reimbursables		\$3,060.00												\$3,060.00					
	Total Task		\$51,292.09												\$6,560.00	\$0.00	\$3,500.00	\$0.00	\$3,060.00	
10	Right of Way																			
10.1	Records research		\$545.12	16					12	4										
10.2	Data collection		\$1,290.00	44					20		4	20					2			
10.3	Determine existing ROW		\$632.64	16					8	8										8
10.4	Set proposed Easements		\$1,024.24	24		4		12		8										
10.5	Cooperate Campus Conservation Easements		\$834.56	20					8	12										
	Total Sheet Count	0																		
	Labor Subtotals (DL)		\$4,326.56	120	0	4	0	12	48	32	4	20	0	0			2	0	0	8
	Labor Overhead (OH*DL)		\$5,797.59																	
	In House Direct Cost (IHDC)		\$130.00												\$130.00					
	CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC]		\$1,524.49																	
	Reimbursables		\$120.00												\$120.00					
	Total Task		\$11,898.64												\$250.00	\$130.00	\$0.00	\$0.00	\$120.00	
	Total Personnel Hours			1068																
	Total Personnel Costs								\$41,082.36											
	Total Overhead Costs								\$55,050.36											
	Total CPFF Formula Profit								\$19,306.77											
	Total In House Direct Costs								\$34,552.50											
	Total Reimbursables								\$4,500.00											
	Total Costs								\$154,492.00											
	Participation by Hours								1068											
	Percent of Participation by Hours								100.00%											
	Personnel Cost/Hour								108.09											
									40	126	132	268	262	32	120	68	12	8		
									3.75%	11.80%	12.36%	25.09%	24.53%	3.00%	11.24%	6.37%	1.12%	0.75%		

Project Understanding and Scope of Services
Village of Algonquin
County Line Road Corridor Improvements
Boyer Road to Stonegate Road
Phase I & II Engineering Services

PROJECT UNDERSTANDING

The Village of Algonquin has requested a proposal for planning and design services for improvements along County Line Road between Boyer Road and Stonegate Road. It is understood improvements will include reconstruction of County Line Road using in-place recycling technology and there will be channelization and lane removal improvements along the segment east of Randall. Additional improvement may include storm sewer and stormwater facilities along County Line west of the commercial area. Currently the Village is working on a village wide stormwater needs assessment and results from that study will be incorporated into County Line plans as appropriate.

In addition to the roadway improvements, we will complete an assessment of the existing County Line storm sewer outlet structure which discharges to Woods Creek. The existing outlet structure experiences frequent surcharges that result in damages to the surrounding ground which require frequent restoration.

Regulatory and access coordination and permitting will be required from IDOT, possibly Army Corp of Engineers and both McHenry and Kane Counties. The scope of services for the County Line Road corridor improvements are broken into eight tasks as detailed following.

SCOPE OF SERVICES

Task 1 - Project Admin and Data Collection

This task covers project administration and coordination efforts required for the proper progress of these planning efforts. These efforts include data source review, collection of available project information and previous reports and data that may have potential impacts to the County Line Road.

A kickoff meeting will be held with the key project partners to establish study and coordination protocols, procedures, goals and technical issues known at the time of project kickoff.

Requests for available data will be coordinated with or thru the Village of Algonquin to pertinent organizations. Requests will be made during the project and during coordination meetings that are included within the scope of other task items.

The specific activities under this Task will include:

- Kickoff Meeting with Village, Chastain, IDOT-BLR and FHWA.
- Review of compiled existing/available information. Compiled information and findings will be shared with the Village.
- Establish a list of data collection targets and make coordinated team assignments for pursuing this information. Clear the data collection plan with Village of Algonquin prior to mobilizing this effort.
- Prepare written and verbal requests for information from the Village of Algonquin, Counties and utility agencies that are expected to have archive information available.
- Request plans and documents for future improvements from Kane County DOT.
- Maintain a hard copy and electronic data repository with access to all team members and Algonquin.

Following is a summary of data collection targets:

- Village of Algonquin
- IDOT
- Lake County DOT & SMC
- Kane County DOT & WR
- USACE

Deliverables for this task are anticipated to include:

- A written summary of key issues, action items, and requests for data and follow up input from partners that arise during the initial data collection. Distribute to all attendees.
- Compile copies of archive data, information, and reports collected from the target list.

This task includes two (2) coordination meetings with IDOT & FHWA for project design coordination and one (1) public coordination meeting to be held in the Village of Algonquin to allow public input regarding the project.

Efforts will include preparation of meeting agendas, meeting minutes, presentation material, assisting with site coordination for the public outreach with the Village of Algonquin.

Chastain will be responsible for developing meeting summaries and follow-up correspondence to comments received through all coordination meetings.

Task 2 – Topographic Surveys

Efforts include topographic and boundary surveys to measure existing field conditions for design and plan preparation efforts.

Topographic Survey – Initial topo survey work will begin after preliminary data collection efforts are completed and will include the following.

- General Site Topography – Supplemental topographic survey will be completed along County Line Road from the Boyer/County Line intersection to Stonegate Road.
- Coordination efforts are planned for ComEd, Nicor, AT&T, Village of Algonquin Public Works and other private utilities to establish project communication requirements. Utility coordination efforts will include preparation of a utility status table used to track all utility communication and document status and contact information.
- Utility mapping – Based on utility information provided by Village of Algonquin and private utility companies survey will be completed for all visible utility structures. Storm and sanitary sewer structures and water vaults will be field measured for accurate depth.
- Develop integrated base mapping of new topographic survey data incorporating survey previously completed for the County Line/Boyer roadway project.

Task deliverables will include:

1. Topographic base files in MicroStation/AutoCAD format.

Task 3 – Phase I PDR Environmental Coordination

Work covered as part of this task includes coordination, documentation and application for environmental clearances along County Line Road. Work efforts will include coordination with IDOT and submittal of the ESR documents.

Task deliverables will include:

1. ESR Submittal with support documents

Task 4 - Concept Design Drainage Study

This task covers the preparation of a Drainage Technical Memo and design of stormwater improvements along County Line Road. Recommended stormwater improvements along County Line recommended in the village wide stormwater assessment report will be incorporated into the preliminary plans and documented for the PDR likely to be required by IDOT as a supporting document to the project records. It's anticipated a Drainage Technical Memo will be acceptable for the project. Work will include a written report summarizing existing stormwater conveyance conditions, including outlet analysis compared with proposed improvements to conveyance features and mitigation measures implemented to ensure existing outlet conditions are not changed.

Task deliverables will include:

1. Drainage Technical Memorandum report to be submitted to IDOT as part of the project record.

Task 5 – Project Documentation and Environmental Submittals

This task covers the preparation of narrative portions of a Project Development Report (PDR) that will be completed to document project planning, coordination and environmental clearance efforts for the project. Efforts will include providing narrative descriptions of existing and proposed conditions, providing documentation and final determinations for various project coordination efforts with IDOT-BLR for documentation and compliance to noise, 4f and 6f land impacts, special waste screening, air quality and other non-technical design elements required by the PDR.

Environmental assessment evaluations will be required as part of IDOT’s approval process and the completion of the PDR. The work will include preparation of supporting documents to clear Biological, Cultural, Wetland and Special Waste features along the project corridor. Supporting documents will be submitted to IDOT as part of the Environmental Survey Request (ESR) submittal to IDOT. The ESR document is required to complete all environmental coordination to an acceptable level for IDOT to approve the PDR. Coordination will include preparation and submittal of a Wetland Delineation Report, prepared by our team in an effort to save project review time.

Task deliverables will include:

1. Completed PDR document with applicable attachments.
2. Prepare and submit ESR form including supporting documents and required mapping files.

Task 6 – PDR Preliminary Plans

Work in this task will cover the inclusion of existing design plans for the preferred improvement alternate. Documents will be prepared for inclusion in the PDR as supporting exhibits. It’s anticipated the preliminary plans will include plan sheets previously created as part of the County Line / Boyer roadway improvements. Plan sheets anticipated are presented in the table below.

Sheet Description	No. of Sheets	Reference Information
Typical Sections	2	2 existing and 2 proposed typicals
Plan & Profile Layout Sheets	8	20 Scale Plan w Profile

Task 7 – Traffic Studies

Work to be completed under this task include analysis of traffic and pedestrian crossing impacts at the two main road crossings at Randall Road and the Shopping Entrance. Recent project coordination has identified traffic impacts and pedestrian conflicts need to be reviewed and verified for capacity and project compatibility. Efforts will include traffic projections and intersection capacity analysis for use in determining traffic stop condition warrants analysis.

Task deliverables will include:

1. Completed capacity analysis with HCS software.
2. Preparation or summary report identifying traffic projections and signal warrants evaluation.

Task 9 – Final Plans – Phase II

Efforts include preparation of final plans, specs and estimates for bid. Documents will be prepared to meet the requirements for Algonquin and IDOT. Progress plans will be submitted for review to the Village at 30% 60%, 90% and Final stages, submittals to IDOT will include Pre-Final and Final documents only.

Plan preparation efforts are expected to include updating and modification to plans previously prepared by Chastain as part of the Villages original County Line Boyer Road improvements. Specifications and project designs will be coordinated with IDOT and the Village to ensure the Village preferences are included in the project.

A listing of the anticipated plan content can be found in the attached man-hour fee breakdown.

PROJECT SCHEDULE

The anticipated project schedule assumes an approval of professional services and notice to proceed being issued in July with draft PDR submittal on or before January 15th, 2022.

Task	Anticipated Start Date	Anticipated End Date
Project Kick-Off Meeting	August 2021	
Data Collection	Late August 2021	Mid-September 2021
Survey	August 2021	October 2021
IDOT Kick-Off Meeting	Mid-August 2021	
Preliminary Improvement Plan	August 2021	October 2021
Environmental Coordination (ESR)	Early August 2021	
Public Coordination	November 2021	
PDR Preparation	November 2021	December 2021
Draft PDR Submittal	January 15, 2022	

Project: County Line Road Updates & Phase I

CA Proj No: 30-Jun-21
 Date: 30-Jun-21

Direct / Reimbursable Cost Estimate

Task No.	Item Description	Sheet Count	Labor Code Budget		Frerichs Sr. Project Manager	Pang Project Manager I	Project Engineer I	Myszka Engineer	Rankin Engineer	Wozniarski Tech IV	Donahue Engineer	Wheaton Admin	QC/QA	Unit Cost Item Direct Cost	Reimbursables		
			Cost	Hours											\$65.00 Vehicles (Days)	\$1.00 Miovision Traffic Count (Units)	\$15.00 CADD (Hours)
1	Project Admin & QA/QC																
1.1	Project Start-Up		\$142.00	2	2												
1.2	Project Kick-Off Meeting		\$334.00	6	2	4											
1.3	Project Coordination Meetings w Client		\$952.00	16	8	8											
1.4	Internal Project Coordination		\$618.80	12	4	4	4										
1.5	External Project Coordination (IDOT, MCCOM & Regulatory)		\$760.00	12	8	4											
1.6	QA/QC		\$456.00	8								8					
Labor Subtotals (DL)			\$3,262.80	56	24	20	0	4	0	0	0	0	8		0	0	0
Labor Overhead (OH*DL)			\$4,372.15														
In House Direct Cost (IHDC)			\$0.00											\$0.00			
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC] =			\$1,135.45														
Reimbursables			\$0.00											\$0.00			
Total Task			\$8,770.41											\$0.00	\$0.00	\$0.00	\$0.00
2	Topographic Surveys																
Supplemental Survey for Storm Sewer & Randall Work																	
2.1	Set horizontal control - East of Randall		\$57.20	2					2								
2.2	Set horizontal control - West of Randall		\$57.20	2					2						0.5		
2.3	Set vertical control (benchmarks used for constr)		\$220.40	8					4		4				0.5		
2.4	Supplemental survey - East Segment (2,200 Ft.)		\$228.80	8					8						1		
2.5	Supplemental surveys - West Segment (2,500 Ft.)		\$343.20	12					12						2		
2.6	Utility Measurements & Coordination		\$440.80	16					8		8				1		
2.7	Data Process, Update Existing Topo Base		\$302.40	8					4	4							8
Labor Subtotals (DL)			\$1,650.00	56	0	0	0	0	40	4	12	0	0		5	0	8
Labor Overhead (OH*DL)			\$2,211.00														
In House Direct Cost (IHDC)			\$325.00											\$325.00			
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC] =			\$621.33														
Reimbursables			\$120.00											\$120.00			
Total Task			\$4,927.33											\$445.00	\$325.00	\$0.00	\$120.00
3	Phase I PDR Environmental Coordination																
3.1	ESR Documentation		\$477.60	12		4		8									
3.2	Site Documentation Historical and Wetland		\$992.00	26		2	8	16									
Labor Subtotals (DL)			\$1,469.60	38	0	6	8	24	0	0	0	0	0		0	0	0
Labor Overhead (OH*DL)			\$1,969.26														
In House Direct Cost (IHDC)			\$0.00											\$0.00			
CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC] =			\$511.42														
Reimbursables			\$0.00											\$0.00			
Total Task			\$3,950.28											\$0.00	\$0.00	\$0.00	\$0.00

Project: County Line Road Updates & Phase I

CA Proj No: 30-Jun-21
 Date: 30-Jun-21

Direct / Reimbursable Cost Estimate

Task No.	Item Description	Sheet Count	Labor Code Budget		Frerichs Sr. Project Manager	Pang Project Manager I	Project Engineer I	Myszka Engineer	Rankin Engineer	Wozniarski Tech IV	Donahue Engineer	Wheaton Admin	QC/QA	Unit Cost Item Direct Cost	Reimbursables		
			Cost	Hours											\$65.00 Vehicles (Days)	\$1.00 Miovision Traffic Count (Units)	\$15.00 CADD (Hours)
4	Drainage Improvements																
	Coordinate with CBEL Village Wide Stormwater Study																
4.1	Hydraulic Tech Memo		\$944.40	22	2	4	8	8									
4.2	Storm Sewer and Drainage Design		\$844.80	26		2	8				16						
4.3	Prepare Draiage Improvemeth Plans		\$778.40	24		4	4				16						
4.4	Drainage QA/QC		\$284.00	4	4												
	Labor Subtotals (DL)		\$2,851.60	76	6	10	20	8	0	0	32	0	0		0	0	0
	Labor Overhead (OH*DL)		\$3,821.14														
	In House Direct Cost (IHDC)		\$0.00											\$0.00			
	CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC] =		\$992.36														
	Reimbursables		\$0.00											\$0.00			
	Total Task		\$7,665.10											\$0.00	\$0.00	\$0.00	\$0.00
5	Project Documentation and Environmental Submittals																
5.1	Prepare PDR for Planned Improvements		\$1,671.40	42	2	8	12	16				4					
5.2	Prepare ESR for Environmental Coordination		\$381.60	10		2		8									
	Labor Subtotals (DL)		\$2,053.00	52	2	10	12	24	0	0	0	4	0		0	0	0
	Labor Overhead (OH*DL)		\$2,751.02														
	In House Direct Cost (IHDC)		\$0.00											\$0.00			
	CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC] =		\$714.44														
	Reimbursables		\$0.00											\$0.00			
	Total Task		\$5,518.46											\$0.00	\$0.00	\$0.00	\$0.00
6	PDR Preliminary Plans																
6.1	Typical section and general notes	2	\$381.60	10		2		8									
6.2	Plan & Profile - Road alignment 4,700 ft @ 1"=20'	8	\$2,174.60	60		8		22	22	8							40
	Total Sheet Count	10															
	Labor Subtotals (DL)		\$2,556.20	70	0	10	0	30	22	8	0	0	0		0	0	40
	Labor Overhead (OH*DL)		\$3,425.31														
	In House Direct Cost (IHDC)		\$0.00											\$0.00			
	CPFF 14.5%[DL +R(DL)+1.4(DL)+IHDC] =		\$889.56														
	Reimbursables		\$600.00											\$600.00			
	Total Task		\$7,471.07											\$600.00	\$0.00	\$0.00	\$600.00

